Basic Rental Agreement

Agreement date: [Month Day, Year]

This Rental Agreement is made on the 15th day of June, 2025, between the parties named below. All names, amounts and dates are samples to replace with your own.

Key fact	Details
Monthly rent	$685 due on the 1st
Security deposit	$685
Lease term	July 1 to June 30
Late fee	$25 after 3-day grace period

1. Parties

> Enter the landlord or manager and the full legal name of every adult tenant.

Landlord or manager (e.g. ABC Properties) _____

Landlord address _____

Tenant full legal name (e.g. Silvia Mando) _____

Additional adult tenant _____

2. Premises

> Enter the rental address and tick the type of residence.

Street address (e.g. 9876 Cherry Avenue) _____

Unit number (e.g. Apartment 426) _____

- ☐ Single-family home
- ☐ Apartment
- ☐ Condo
- ☐ Other: _____

3. Term

> Enter the start and end dates, or choose month-to-month.

Start date (e.g. July 1) _____

End date (e.g. June 30) _____

☐ Month-to-month after the end date, unless either side gives 30 days' written notice

4. Rent

> Enter the amount, due day, payment method and where to pay.

Monthly rent (e.g. $685) _____

Due day (e.g. the 1st of each month) _____

First month's rent due (e.g. at move-in) _____

Payment method (personal check, cashier's check or money order) _____

Where to pay _____

5. Late Fees and Returned Checks

> Enter the grace period and any fees charged.

Rent is late after a 3-day grace period. A $25 late fee applies, plus $5 per day until paid. A returned check carries a $25 charge.

6. Security Deposit

> Check one, then enter the amount, what it covers and the return deadline.

☐ Security deposit required

☐ Security deposit not required

Amount (e.g. $685) _____

Covers (unpaid rent, damage beyond normal wear) _____

Return deadline (e.g. within 60 days) _____

The landlord will return the deposit with a written, itemized list of any deductions.

7. Utilities

> List who pays for each utility.

Landlord pays	Tenant pays
Water	Electricity

Landlord pays	Tenant pays
Sewer	Gas
Trash	Heating
	Phone

8. Repairs and Reporting

> Say who handles upkeep and how fast problems must be reported.

The tenant keeps the unit clean and reports leaks or damage promptly. Roof leaks must be reported immediately. The landlord handles major repairs.

9. Pets, Occupancy and House Rules

> Enter pet terms, who may live in the unit and any house rules.

Pets are allowed only with written permission and pet rent. Service animals are not treated as pets. Only the tenants named above may live in the unit.

10. Signatures

The tenant confirms receiving a signed copy of this agreement.

Tenant	Landlord
Signature: _____	Signature: _____
Date: _____	Date: _____

> State and local rules vary. Have this agreement reviewed by a lawyer or housing authority before signing.