

LEASING INFORMATION AND REQUIREMENTS

Thank you very much for your interest in our properties. We greatly appreciate it! Please take your time and read this document carefully. It should answer most of the questions you, or your parents (guarantors) should have about leasing one of our properties. If any questions are left unanswered, please feel free to call me or e-mail me. I'll be more than glad to take any time needed to answer them.

Please take a look at the Renting Guide publication, published by the OSU Undergraduate Student Government (USG), listed here on my home page. I have listed the last 8 years of this very important publication, where I have been consistently ranking #1 among large sized rental companies. This will help you make an informed decision on your student housing, such an important part of your student life and success, even if you do not rent from me.

The rent for each property includes Basic Cable TV / Internet-10 Mbps, Gas, Electric, Water/Sewer and any applicable CAM charges. You pay ONE BILL every month. No worries about whose name the utility accounts will be in, paying utility account deposits and collecting from roommates to pay the bills every month. Also, when you move in you are guaranteed to have internet ready to go, so you can move on with your busy student life.

We will start showing properties and signing leases for the 2012-2013 school year, on Tuesday, November 29, 2011. Please check this website for property availability and new rates after November 24th (REFRESH page to get most current updates) and call me, George Kanellopoulos, at 614-299-9940 to make an appointment for a showing, any day of the week, between 10 am and 10 pm. If I am not available at that moment to answer the phone - I'll be on the phone a lot, as you can imagine - please leave a message with a list of properties that you are interested in and would like to view and I will call you back as soon as possible. Please include a phone number and time that I can call you back at and reach you the easiest, so we can make an appointment, and tell me when you would like to view those properties. When I call you back it could be anytime until midnight, if it is ok with you. Appointments are available every day, including weekends and evenings, from 10 am until 8 pm. Please keep in mind that I like to give my current tenants a 24-hour notice before showing their apartment, or house. However, if there is already an appointment in place for the property you are interested in, you are welcome to join the other group(s) on the same day.

We are very proud to own some of the most desirable and sought after properties on campus and as a result they do rent fast. We rent all our properties, without discriminating against anyone, on a first-come, first-served basis. In other words, you apply for our property and if everything checks out well with your applications, the property is yours. As a result, after you see our properties and you decide on one, you have to have the security deposit (equal 1 month's rent) and be ready to sign the lease for it. If you do not have all the future roommates available and ready to sign, you can sign the lease with as many as you have currently in your group, as long as you feel comfortable that you can find the persons needed to join you by the time you move in. At that time you can have the additional persons apply, sign the lease and follow the same procedure you all did. I recommend that you all read the lease on our website and agree to the terms before you come out for viewing our properties.

AFTER YOU VIEW A PROPERTY AND DECIDE THAT YOU ALL LIKE IT AND WOULD LIKE TO RENT IT, HERE IS WHAT YOU NEED TO DO:

1. **Call me at 614-299-9940, or e-mail me at GeorgeK@OSUproperties.com, telling me which property you are interested in renting. If the property is still available and no one else has expressed interest in renting the same property before you did, (remember, we rent on a first-come, first-served basis), I will e-mail you back with the lease agreement all filled out and attached to the e-mail. Please print the lease agreement and have everyone read it VERY CAREFULLY and sign it. Please let me know if you have**

any questions about the lease or anything else. Also, each one of you print your initials at the bottom of each page.

2. Each person in your group must fill out and sign a rental application. On our website, click on the "Rental Application" link and make sure that you first fill out the application online, print it on ONE PAGE and sign it. There is a \$35 dollar per person non-refundable application fee.
3. Make a LEGIBLE copy (preferably color copy) of two photo I.D's (a state license and school identification are preferred) for each applicant.
4. Pay the security deposit (the equivalent of one month's rent) and application fee online on my website by an e-check, for FREE, using the "PAY ONLINE" link. You can all pay jointly in one transaction, or separately in as many transactions as the number of tenants on the lease, totaling the amount due for the deposit and application fee. TENANT is allowed to pay the total amount due for the security deposit and application fee, separately, in as many transactions as the number of tenants on the lease, without being assessed a multiple-transaction fine. Set up is very easy and it only takes a few minutes. All you need is a checking or savings account to set it up. In the field for unit/address, please use only your unit number, or letter for the property you are renting (for example A, 1, B1, 2112 etc.); the street name is already at the top of that page. If your unit is a single house you can enter the house address. Also, please make sure you do not check the box next to "Are you an applicant and have not been assigned an apartment number?" Checking the box will assign "APPLICANT" as your unit and it will confuse our record keeping. If you do check it accidentally, please logon back to your account and replace "APPLICANT" with your unit name as described here above. Please keep in mind that any payment you make by e-check is free of charge to you, however, payment by credit card will be at your own expense. Please include your application fee payment with your security deposit payment, in one online transaction; application fee under the "Application Fee" line item and security deposit under the "Security Deposit" item, so I can avoid double fee charges by RENTPAYMENT. Please note that when you make a payment online, RENTPAYMENT will instantly e-mail you and me a receipt. The timestamp of that e-mail is when your account will be credited with your payment, although the funds can take up to 5 business days to be taken out of your bank.
5. Have all items listed above ready to scan and e-mail to me at GeorgeK@OSUproperties.com. This could be required as soon as the same day that you receive the lease agreement from me. Please note, that during your application period, in honoring the "first-come, first- served" rental policy, this property will not be available to anyone else, until I have approved or disapproved you as tenants.
6. I will let you know whether you are approved or not within 1-3 days from receiving your leasing package. If you are not approved, your deposit will be refunded the next day into the checking/savings account you used to make your online payment. If you are approved, I'll e-mail a copy of the lease to you, signed by me.
7. After you are approved, each person who has signed the lease agreement must have one of his/her parents (Guarantor) print the Guarantee from our website and have it filled out, notarized and signed. Please make sure all guarantors read the signed lease before they sign the Guarantee and tell them to scan and e-mail those to me at GeorgeK@OSUproperties.com. According to your lease you signed (paragraph #25), I need to have those Guarantees within 7 days from the time you are approved and you are sent the signed lease agreement. Please note, that we hold your guarantor responsible only for a fractional amount of the rental and other obligations. Your guarantor's liability is NOT joint. Please [CLICK HERE](#) to view the Guaranty To Lease.

Thank you again for your interest in our properties! Take care!

George Kanellopoulos
Property Owner / Manager