

Tenant Service Pack Lease Addendum



This Lease Addendum details the services and benefits through the Tenant Service Pack (TSP) provided during your residency. **Options are available below (A-D) with the Basic Plan as the minimum required with your lease agreement.** It offers valuable services for your convenience and possible cost savings and to enhance your tenant experience. The TSP is paid monthly with rent.

Tenant Service Pack (TSP)	A	B	C	D
	Basic + Renters Insurance & Filters \$36	Basic + Renters Insurance \$32	Basic + Filters \$18	Basic Plan \$14
Late Fee Forgiveness (up to \$75 per lease period)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
\$1 Million ID Theft Protection	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Resident Portal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Build Your Credit Score for On-Time Payments	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Return Air Filters Delivered (not available for properties w/HEPA filters)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Renters Insurance \$100,000 Liability \$ 20,000 Content Coverage (not available for properties with a pool)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Tenant Service Pack – Tenant Choice A B C D

Late Fee Forgiveness: The Landlord offers a one-time forgiveness of a fee for either a late rent payment or a returned payment due to non-sufficient funds (NSF) or other reason, up to a maximum of \$75.

\$1 Million ID Protection: By executing this agreement, you agree to *CLC ID Protects Terms of Service and Privacy Policy* regarding the identity theft protection service provided as part of your service package.

Resident Portal: The Landlord agrees to provide the tenant online portal access to review pertinent documents, view rent and other fee(s) and payments, set up secure autopay options, and to report maintenance concerns. The Landlord reserves the right to restrict portal payment access to the Tenant at the Landlord’s sole discretion should a pattern of delinquency arise or persist.

Build Your Credit Score: The Landlord will report the Tenant's positive payment history to credit bureaus through a third-party service. The Landlord is not responsible for any errors, omissions, or misreporting by the third-party service. The Tenant understands that any disputes regarding credit reporting must be addressed directly with the third-party service provider.

Return Air Filter Delivery: All return air filters will be delivered directly to the property quarterly for the number of filters needed per property. Tenants are responsible for replacing all HVAC system filters at the property per paragraph 17 of the lease agreement.

****The cost to replace return air filters is a tenant expense per the lease. You may opt to shop for this required product separately.***

Renters Insurance - (Tenant Liability and Content Benefit*: *See Explanation of Protections for more details)*

- a. **\$20,000** Renter Content Coverage (\$500 deductible) under the property management company master policy. Replacement cost.
- b. **\$100,000** Tenant Liability coverage.
- c. The protections offered through this option may be narrower than those provided through an HO-4 policy.

**** Should you choose to opt out of the Tenant Liability and Content Benefit, please be advised renters insurance is still required. You may opt to shop for this required product separately.***

REQUIREMENTS - If C or D is selected, you must obtain a renters' insurance policy from an external provider with a minimum of \$100,000 in liability coverage or \$300,000 for properties with a pool (TXR2010 Pool/Spa Maintenance Addendum), designate the Landlord as an interested party, and provide proof of coverage to Keystone Signature Properties. Failure to submit timely proof of coverage may result in additional fees or a violation of the Lease Agreement.

If a copy of the insurance policy or certificate of insurance is not provided when requested or notified of cancellation, the tenant will AUTOMATICALLY be enrolled in the Tenant Service Pack to include Renters Insurance (Option A or B above) at the tenant's expense for the duration of the lease.

For all leases with a pool, insurance MUST be provided in accordance with TXR2010 Pool/Spa Maintenance Addendum.

The tenant is responsible for submitting their third-party renter's insurance to rental@keystonesignature.com.

Tenant Signature _____

Date _____

Tenant Signature _____

Date _____

Tenant Signature _____

Date _____