



Tenant Fee Schedule

These charges have been put in place to offset the cost and time involved needed to address each issue listed below on behalf of the tenant.

Failing to Transfer or Connect Utilities Fee - \$75

Fee charged when a tenant fails to connect utilities in their name after taking possession of the property. Also, the resident will be charged prorated utility charges.

- In the instance that the utilities are required to remain in the owners name, there will be a late fee assessed for every notice we have to provide to the tenant for delinquent utilities. The fee will be \$75 per delinquent notice.

“Notice to Vacate” Eviction Posting Fee - \$125.

This fee is charged when rent is late, and we have to deliver [IN PERSON OR EMAIL] a Notice to Vacate or THREE DAY NOTICE TO PAY OR QUIT. Tenants who breach the lease are subject to be put in default and/or lease termination. Owner reserves right to seek all reasonable and necessary

Pre-litigation and litigation costs to evict tenant including attorney’s fees

Certified Letter Fee - \$45

This fee will be levied for any occasion the tenant is sent a certified letter for negative reasons. Examples are a pending eviction, an unauthorized pet, failure to respond to Email and telephone correspondence from Royal Palm Property Management; or any another lease violation.

After-Hours Maintenance Fee - \$75

This fee will be assessed on a case-by-case basis and does not apply to emergency calls such as HVAC or water issues. This fee is charged to a tenant in the event an after-hours maintenance call is required for a routine service call. We understand that tenants have careers and can only be home at certain times after work or on the weekends the same applies to our staff. It is the policy of Royal Palm Property Management not to perform any work on a property on behalf of the tenant without the tenant being home to allow for access to the home. We feel this will avoid issues of any uneasy feelings of key security.

Failure to make the property accessible for showings for any reason Fee - \$100 per occurrence. If Landlord or Landlord’s agents are denied or are not able to access the property for any reason: Pets, Deadbolt left lock, Security System Armed, Etc.

HOA & Lease Violation Administration Fee - \$125.00



This fee will be charged anytime a notice is served for a lease violation. this could be a lease violation per Royal Palm, homeowners association, code enforcement etc. In the instance that there is a fine from an association or code enforcement, this fee is in addition to those cost.

The most common examples are the lawn needing to be mowed and edged (tenant responsibility), the garbage cans left in sight from the street on non-garbage pickup days, unauthorized boats or trailers parked in the driveway or on the street, A/C filters not being changed monthly, unauthorized pet on the property, unauthorized tenant, unauthorized trampolines, Delinquent utilities, etc.

Rental Verification Fee - \$45

Please note that the Royal Palm Property Management and/or the landlord, are not required to provide any information regarding the Tenant's rental and payment history to mortgage companies or prospective landlords. Royal Palm reserves the right to withhold this information until such time as the Tenant has formally given notice of their intention to terminate this lease or move out. Furthermore, the obligation to provide such information is contingent upon the Tenant not being in breach of any terms of this lease at the time of the request and the aforementioned administrative fee is paid in full.

Lease Processing Fee for Lease Modifications - \$150

This fee will be charged if a tenant wants an administrative action that will cause their lease agreement to be modified. If a resident would like to remove an occupant from a lease agreement, add an occupant to a lease agreement, add a pet to a lease agreement or anything that will cause the lease to be modified, a processing fee of \$150 will be charged to the tenant. We cannot remove the financially responsible parties from the lease agreement until the end of the lease, only non-financial responsible occupants.

Lease Renewal Fee - \$125.00

This fee would be charged once a tenant signs a lease renewal with Royal Palm Property Management. This covers the administrative costs of preparing and executing a lease renewal and offers the convenience of electronic signatures.

Failure to Maintain Utilities - \$150

It is a mandatory condition for all tenants to maintain active utility services until the move-out inspection has been fully completed. In the event that utility services are discontinued before this inspection, it may result in the need to reschedule the inspection, arrange for the reconnection of utilities, and potentially cause delays in any required repairs. This could lead to a loss of rental income for the property owner. Furthermore, please be advised that a fee will be assessed by Royal Palm Property Management if we are required to address any issues related to overdue utility payments at any point during the lease term.

Make-Ready Coordination Fee for Cleaning or Repairs - \$200.00



This fee will be charged if Royal Palm Property Management has to make additional arrangements to provide maid service, lawn service, carpet cleaning, or repairs to any damages done to the home that calls for repair because of tenant negligence. Receipts are kept for costs involved, and can be provided to the tenant. This fee is \$200 and is meant to cover the administrative cost in organizing this work on the tenant's behalf.

Failure to return keys - \$150.00

Failure to turn in keys means that the tenants have not returned possession of the property back to Royal Palm Property Management, and tenants can be charged additional rent. The lease states the tenants must return all keys, remote controls, and pool/property access passes. Failure to do so causes additional staff time locating and coordinating the re-issuance of said devices. The amount charged for lost remotes and pool/gate access devices will be their combined retail value.

Holdover Fee – Two Times Monthly Rent

In the event that the tenant remains in occupancy of the property beyond the termination date specified in the proper 30-day Notice to Vacate, as required by the lease agreement, or if the lease has expired without a written agreement between the tenant and Royal Palm Property Management for an extension (either on a month-to-month basis or otherwise), an overstay fee will be incurred. According to the lease terms, this fee will be equivalent to two times the monthly rent. This fee is in accordance with relevant Florida statutes, specifically [FL. STA. 83.58-83.59].

Stop Payment Fee - \$75

This fee is charged if a tenant does not receive a check from Royal Palm Property Management Property for any reason that is the fault of the tenant. An example would be if we were provided the wrong forwarding address and our check to you is lost in the mail. This necessitates a stop payment on that check and issuance of another check. We are charged a fee for stop payment by our bank, and that cost would be passed along to the outgoing tenant.

Re-Issue Check Fee - \$50

This fee is charged to the tenant when through the fault of the tenant a check is lost and Royal Palm Property Management must re-issue a check to them. It usually coincides with the stop payment fee.

Missed Appointment Fee - \$125

This no-show fee is for tenants who miss scheduled appointments with Royal Palm Property Management, authorized vendors, or cancel less than 24 hours prior to the appointment. The specific fee amount, which will be billed to the tenant's account, must be paid as per the lease agreement terms.

Court Appearance Fee - \$500

In the event that a trial is scheduled due to the tenant's failure to resolve any issues surrounding the Notice to Vacate, this charge is applied to offset the cost of an employee to appear in court. This



charge is in addition to any cost associated with the eviction including but not limited to attorney fees and costs charged by the court.

Collection Administration Fee - 10% of the balance owed. This fee will be charged to a tenant in the event we have to initiate a collection to recoup any funds owed to Royal Palm Property Management or the property owner. This will include rent, late fees, NSF fees, or any other past due items. All charges listed above are assessed on a case-by-case basis. This list does not encompass all possible charges that can occur in the handling of tenant issues during and after the term of the lease agreement. This fee does not cover any fee that the Collection company may charge.

Walk-Thru Fee - \$300

This fee would be charged if the tenant requests an in-person walk-thru either to move into the home or when moving out of the home. An escorted walk-thru of a property with the tenant and a representative of Royal Palm Property Management is above and beyond the regular practice of a vacant home walk-thru. This fee is charged because the tenant often still has access to the home via keys, and often has possessions still in the home requiring us to do an extra walk-thru once the locks have been changed and the tenant has completely vacated. Royal Palm is not obligated to do an in person walk through and can choose to do so at their discretion.

Non-Disparagement / Representations - Royal Palm Property Management, Inc. and Tenant(s) mutually agree, that as additional consideration, specifically the mutuality of this clause, each is prohibited from making disparaging remarks/statements or publications regarding the other to any third party, internet, or other sites, effective the date of this agreement. This provision relates to remarks statements/publications regarding this agreement or either parties' performance under this Agreement, or subsequent to any termination of this agreement. If any dispute arises regarding whether any remark/statement or publication is disparaging, the parties agree that for purposes of this provision, expressly including the enforcement of this provision detailed below, that any remark/statement or publication shall be irrefutably deemed disparaging if: (1) the other party requests, in writing, that the writing/publishing party remove the remark and/or publication; and (2) the remark and/or publication is not removed within two days of said requests.

Royal Palm Property Management & Tenant(s) mutually agree that damages for failure to comply with this provision shall be liquidated at two hundred dollars per day for each remark/statement/representation that is disparaging, or is not removed within two days of request to remove said remark/ statement/representation. Royal Palm Property Management, Inc. & Tenant(s) further agree that enforcement of this provision is appropriate through a temporary restraining order and/or injunctions and permanent injunctions, notwithstanding any rights under the First Amendment to the United States and Florida Constitutions, and that any party who prevails on enforcement of this provision, whether for monetary damages or injunctive relief is entitled to recover attorney fees against the other.



Conduct and Information Sharing:

As a valued tenant of Royal Palm Property Management, mutual respect is fundamental to our relationship. We are committed to treating you with respect and expect the same in return. Physical, verbal, or psychological abuse towards any staff, employees, or representatives of Royal Palm Property Management will not be tolerated. Engaging in threatening or potentially harmful behavior may result in the non-renewal of your lease agreement.

Furthermore, please be aware that Royal Palm Property Management reserves the right to disclose information regarding your rental history to law enforcement agencies, governmental bodies, or for legitimate business purposes as deemed necessary. Additionally, we intend to report details of your rental payment history to credit reporting agencies. Royal Palm Property Management reserves the right to report or not report to credit reporting agencies.

Tenant _____ Date:

Tenant _____ Date:

Tenant _____ Date:

Tenant _____ Date:

Broker _____ Date: