

Paradigm Properties, LLC  
P.O. Box 41, Cortland, NY 13045; (607) 756-4804  
Email: [information@cortlandhousing.com](mailto:information@cortlandhousing.com)  
[www.cortlandhousing.com](http://www.cortlandhousing.com)

**THIS AGREEMENT**

Made the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, **BY AND BETWEEN** Paradigm Properties, P.O. Box 41, Cortland, NY 13045, **LANDLORD**, and the below mentioned **TENANT(S)**:

**PLEASE PRINT**

Name	Home Address	Home Phone
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____

1. **PREMISES:** Witnesseth, that the said **LANDLORD** has agreed to let, and hereby does let, to the **TENANT(S)**, and the said **TENANT(S)** agree to take and thereby do take the following premises:

\_\_\_\_\_

2. **TERMS OF LEASE:** With the privileges and appurtenances for and during the term of two semesters from the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, which term will end at 5:00 pm on \_\_\_\_\_. An early arrival fee of \$25.00 per person per night will be charged to **TENANT(S)** requesting early arrival at the beginning of each semester upon agreement by the **LANDLORD**. **TENANT(S)** may occupy the leased premises over the College's winter break only with the written permission of the **LANDLORD AND TENANT(S)** remaining over the winter break will be charged based on the following fee schedule: 1-7 days: \$100.00; 8-14 days: \$200.00; more than 14 days: \$300.00. If **TENANT(S)** wish to stay past the end of the lease, a fee of \$25.00 per person per night will be charged. **TENANT(S)** must seek prior consent from the **LANDLORD**. Only **TENANT(S)** on this lease are allowed to occupy the premises.

**It is agreed that no garbage service is provided over breaks or outside of the dates specified in the lease. TENANT(S)** are required to bag and remove their own garbage from their premises weekly. A fee of \$25.00 per bag will be assessed for not removing garbage.

The said **TENANT(S)** shall function as a family unit or a factual, functional equivalent of a family unit and are jointly and severally liable for rents and damages. **TENANT(S)** covenant that they will pay to the **LANDLORD** for the use of said premises, two (2) semesters' rent equaling \_\_\_\_\_ Dollars (\$ \_\_\_\_\_), to be paid in three (3) installments. The first installment of \$300.00 to go towards the first semester's rent being due March 1, 20\_\_\_\_; the second installment of \$ \_\_\_\_\_ equaling the balance of the first semester's rent to be due August 1, 20\_\_\_\_; and the third installment of \$ \_\_\_\_\_ for the second semester's rent to be due December, 8, 20\_\_\_\_. **TENANT(S)** will not have access to the premises until lease term begins and full rent payment or post-dated checks waiting for financial aid have been received by **LANDLORD** along with the signed PARENTAL GUARANTY AGREEMENT.

**TENANT(S) PAYING WITH FINANCIAL AID:** LANDLORD requires a payment of \$100.00 by the date rent is due each semester along with a post-dated check for the remainder of the rent. Post-dated checks may be dated no later than October 15th for the fall semester and no later than February 15th for the spring semester. Post-dated rent checks must be given to LANDLORD by date rent is due, to be held by LANDLORD and cashed by LANDLORD on date written on check(s). If checks are unable to be deposited by LANDLORD on said date, TENANT(S) may be charged a fee of \$5.00 per day at the discretion of the LANDLORD. All TENANT(S) paying with financial aid must provide proof they are receiving a loan and submit it with the post-dated checks.

**IT IS UNDERSTOOD AND AGREED THAT IN THE EVENT THAT MORE THAN ONE PERSON AS TENANT EXECUTES THIS LEASE, THOSE PERSONS SHALL BE DEEMED LIABLE COLLECTIVELY FOR PAYMENT OF THE TOTAL RENT AND ALL MONIES DUE TO FULFILL THE TERMS OF THIS LEASE.**

If TENANT(S) wish to continue to rent any of LANDLORD'S premises the year after current lease, LANDLORD reserves the right to void the lease for the following year, if the terms of the current lease have not been met.

**3. ASSIGNMENT:** The said premises may be sublet or assigned only with the prior written consent of the LANDLORD and any substitution of occupants on the LEASE shall have prior written consent of the LANDLORD. The TENANT(S) who wish to sublet are responsible for finding a replacement TENANT that is acceptable to the LANDLORD. The replacement TENANT(S) must be a current Cortland State student of the same gender as the original TENANT(S), unless agreed upon by all TENANT(S) and LANDLORD. If a suitable sublet is found and all TENANT(S) do not approve of the sublet, the remaining TENANT(S) must find a sublet. If a new sublet is not found, the remaining TENANT(S) are responsible to pay remaining balance of the rent in full. **An administrative fee of \$75.00 will be charged to the original TENANT(S) on the lease who wish to sublet.**

**4. UTILITIES:** Rental includes reasonable amounts of **Water (x), Gas (x), and Electric (x)**. (Reasonable is defined by taking the average of the last three years in gallons, therms, kilowatts, dollars). **Laundry facilities are for TENANT(S)' use only.** TENANT(S) agree to use said facilities and utilities in an economical and prudent manner. Windows and exterior doors shall be kept closed during the heating season. If windows are found to be open during heating season, a fee of \$25.00 per day will be charged. TENANT(S) shall not use extension cords, air-conditioners, or mini-refrigerators without the written consent of the LANDLORD. A fee of \$50.00 per semester/per appliance will be charged to TENANT(S) wishing to use said appliances.

**5. SECURITY DEPOSIT:** By \_\_\_\_\_, the TENANT(S) shall deposit with the LANDLORD the sum of \$ \_\_\_\_\_ as the security deposit for the faithful performance by the TENANT(S) for his/her/their obligation under this LEASE. The security deposit shall be returned to TENANT(S) within 45 days after the expiration of the LEASE term, provided that the TENANT(S) have complied with all conditions and obligations of said LEASE: the premises are left clean and no damage has been incurred. In no event shall this security deposit, or any portion thereof, be applied by the TENANT(S) against any rent payment. This deposit shall not be refunded in the event of non-occupancy by TENANT(S).

**6. LATE RENT PENALTY:** Rent not paid by the third (3rd) day after it becomes due is considered delinquent, and is subject to a late charge of \$25.00 (twenty-five dollars) plus an additional charge of \$2.00 (two dollars) for each day thereafter that it is unpaid. An administrative fee of \$35.00 (thirty-five dollars) will be charged for any **returned checks** in addition to any late fees assessed.

**7. COST OF COLLECTION:** In the event that it becomes necessary for the LANDLORD to employ an attorney to enforce any of the LANDLORD'S rights under this agreement or any law of this state, TENANT(S) agree to pay LANDLORD the actual amount of all costs, expenses, and attorney's fees incurred by LANDLORD in connection therewith, whether or not suit is filed.

**8. VENUE:** The parties stipulate and agree that Cortland County shall be the venue of any action or proceeding brought to enforce the terms of this Agreement.

**9. USE OF PREMISES:** TENANT(S) agree to observe, comply with, and execute promptly, at his/her expense, during the term hereof, all laws, rules, requirements, orders, directives, codes, ordinances and regulations of governmental authorities and agencies and of insurance carriers which relate to its use or occupancy of the demised premises. TENANT(S) agree to obey all House Rules. TENANT(S) agree to pay LANDLORD the actual

amount of all costs, expenses, or fees **LANDLORD** is charged as a result of **TENANT(S)** failure to obey state or local laws, ordinances, or rules.

And the said **TENANT(S)** shall take special care that no damage happens to the building or any fixtures or sewage systems therein, in the use of electricity, water, or gas, and they shall be liable for all damages occasioned by themselves, their agents, or guests in the commission or omission of any acts causing such damage. The **TENANT(S)** specifically agree to pay all costs associated with the maintenance, repair, or labor involved in the cleaning or unblocking of sewer lines due to **TENANT(S)** failure to comply with the house rules. Costs will be divided equally among all **TENANT(S)**. And provided further, the **TENANT(S)** shall notify the **LANDLORD** immediately of any situation deemed hazardous to apartment, building, and/or connecting grounds.

**TENANT(S)** are not permitted to walk on, sit on, lay on, or recline on any roof, including porch roofs, of the building, as such activity can cause holes or other damage to the roofs which can result in costly repairs. **TENANT(S) who disregard this rule are subject to an automatic deduction from his/her security deposit.**

**TENANT(S)** will furnish non-permeable mattress cover(s) for bed(s), linens, cooking utensils, dishes, flatware, cleaning products, desk lamp and desk (if desired), and vacuum cleaner. **TENANT(S)** will not remove any furniture, fixtures, or personal property belonging to the **LANDLORD**. **TENANT(S)** shall take good care of furnishings, appliances, and mechanical equipment furnished by the **LANDLORD** and shall be careful not to damage walls, wood, doors, locks, or decorations. Objects may be hung on walls with prior approval of **LANDLORD**.

Only blinds or curtains are permitted to be hung in or on windows. **No posters, fabric, or signs of any kind with offensive language or graphics are permitted to be displayed in windows.**

The **TENANT(S)** covenant that at the expiration of said term, he/she/they will surrender up said premises to the **LANDLORD** in as good condition as now, normal wear and tear by the elements accepted. A cleaning fee will be assessed for premises not left in the required condition. (See #14, CLEANING, below.)

The **TENANT(S)** shall use the premises for residence only and for the persons named herein and no other persons shall be permitted to use the same for housing accommodations, nor shall any other use or business be permitted there. All of the lands of the **LANDLORD** upon which the said apartment/building is situated shall remain subject to control of and access and use by the **LANDLORD** at all times, subject to the quiet enjoyment of the **TENANT(S)**.

**10. PARTIES:** Parties and kegs are prohibited. A party is considered a gathering of more than one guest per tenant. Violations of this rule can, at the discretion of the **LANDLORD**, result in loss of security deposit and termination of lease. Excessive complaints of noise will lead to eviction and loss of all monies. **TENANT(S) agree to abide by the city's noise ordinance.**

**11. PETS:** No animals of any kind are allowed on the premises at any time. This includes animals that are brought into the building by **NON-TENANT(S)**. **Failure to comply will result in a loss of full security deposit and eviction.**

**12. SMOKING:** No smoking is allowed inside of the units or buildings at any time. **Any burns in carpets, floors, or furniture will result in the loss of full security deposit.**

**13. MAINTENANCE & REPAIRS:** Maintenance and repairs are the obligation of the **LANDLORD** and will be made within a reasonable length of time after notification by **TENANT(S)**. **TENANT(S)** shall not make, nor authorize any person to make any repairs or alterations to the said premises without **LANDLORD'S** prior consent. Any alterations made by the **TENANT(S)** to the said premises, which are so attached that they cannot be removed without injury or defacement to the premises, shall become the property of the **LANDLORD**.

**14. CLEANING:** Upon termination of this lease, should premises be left in an unclean and unhygienic condition, **TENANT(S)** shall be charged a general cleaning fee of \$65.00 per **TENANT**. If the cleaning requires more than what is considered "ordinary wear and tear," an additional fee could be assessed. **LANDLORD** may at his election waive cleaning fees, should **TENANT(S)** leave the premises in a clean and hygienic condition which is acceptable to **LANDLORD**.

**15. DAMAGES:** The **TENANT(S)** shall pay the **LANDLORD** immediately for any damage occasioned to the building or any part thereof, or any contents of the building by his act of negligence, or the act of negligence of his/her guests or visitors. If any damage is found in any rooms or halls which are used in common by all **TENANTS**, and this damage is not identified as the responsibility of any particular **TENANT(S)**, the **LANDLORD** shall have no recourse but to divide the cost of the damage equally upon all **TENANT(S)**.

The **LANDLORD** reserves the right to enter said premises for inspection or repairs therein as shall be considered requisite by the **LANDLORD**. Further, the **LANDLORD** reserves the right to enter said premises to show for rental purposes. Whenever possible, the **TENANT(S)** shall be notified in advance.

**16. ALTERATIONS: TENANT(S)** shall not make alterations to the leased premises. Wallpapering or repainting of the walls, ceilings, floors, woodwork, or furniture without the consent of the **LANDLORD** is prohibited.

**17. GARBAGE:** Furnished garbage and recycling containers are to be kept in space provided, taken by **TENANT(S)** to curb weekly for collection, then promptly returned to storage area. If it becomes necessary for the **LANDLORD** to remove garbage, clean, or return garbage containers to said space, an appropriate fee will be deducted from **TENANT(S)** security deposit. **A mandatory \$15.00 fee will be charged to all TENANT(S) for garbage removal upon the completion of the lease.**

**18. TENANT(S)' PERSONAL PROPERTY:** The **LANDLORD** shall not be held responsible in any way for any damage to or theft of **TENANT(S)** person or property in or outside the rented premises. It is recommended that **TENANT(S)** carry **Renter's Insurance** on their personal property.

**19. PARKING:** Only **TENANT(S)** are allowed to park on the property. Vehicles may be parked only in the parking area designated by the **LANDLORD**. Guests must find alternative parking. Parking permits may not be assigned to non-tenants.

**20. KEYS:** The **LANDLORD** shall provide the **TENANT(S)** with all keys necessary for the use of the premises. There shall be a fee of \$30.00 to replace any keys lost during the terms of the lease. These keys shall be returned to the **LANDLORD** at the end of the lease period. For any **TENANT(S)** key not returned to **LANDLORD at the end of the lease**, there shall be a fee of \$50.00 to cover the cost of replacing the corresponding lock(s).

**21. FIRE:** Should the said premises be destroyed by fire or rendered untenable by damage of any kind or nature, the **LANDLORD** may elect to terminate this **LEASE**.

**22. SMOKE DETECTORS:** Once **TENANT(S)** occupy said premises, the care and maintenance of the smoke detector(s) becomes the **TENANT(S)** responsibility, except when detector becomes inoperable due to no fault of **TENANT(S)**. **TENANT(S)** agree not to remove batteries or remove, damage or otherwise disable smoke detectors.

Please take notice that you and the landlord each have certain rights and responsibilities under the City of Cortland Rental Housing Law, a copy of which is available in City Hall, 25 Court St., Cortland, New York, 13045.

**LANDLORD'S** acceptance of this agreement is made expressly contingent upon **TENANT(S)** furnishing to **LANDLORD** within 30 days prior to the start of the lease, the signed written **Guaranty** by **TENANT(S)** **parent or guardian**. **LANDLORD** shall retain the right to reject this lease unless such **Guaranty** or other security for the payment of all sums due shall be furnished to the **LANDLORD**.

**TENANT(S)** are capable to sign this agreement and are not relying on any prior oral representations of the owner.

**TENANT(S)**, by signing below, acknowledge that he/she has read, understands, and accepts all of the provisions of this lease agreement.

_____	(TENANT) Cell Phone _____	Email _____
_____	(TENANT) Cell Phone _____	Email _____
_____	(TENANT) Cell Phone _____	Email _____
_____	(TENANT) Cell Phone _____	Email _____
_____	(TENANT) Cell Phone _____	Email _____
_____	(TENANT) Cell Phone _____	Email _____
_____	(TENANT) Cell Phone _____	Email _____
_____	(TENANT) Cell Phone _____	Email _____

---

(LANDLORD) Owner, Paradigm Properties, LLC;  
Phone: (607) 756-4804; E-mail: [information@cortlandhousing.com](mailto:information@cortlandhousing.com)

