



Lease Change Informational Sheet

The purpose of this informational sheet is to assist you with your lease request.

Short Term Lease Renewal - We typically don't allow leases for less than 1 year. However, we understand that specific situations need some flexibility in this policy. Depending on the property and the time of year we do work with tenants on occasion to accommodate this. To do so we have a charge of **\$175**, per lease extension, to offer this option.

Roommate Change - We understand that changes occur to roommates due to a variety of reasons. We try to accommodate most of these changes to make the transition from one roommate to another. In order for us to cover the cost of doing this changeover we charge **\$175**. This covers our cost for paperwork, handling the transition of keys, parking tags as well as performing a move out inspection for the tenant leaving.

Other Lease Changes – Any time a lease is rewritten to change the terms of the original lease, a **\$175** fee is charged. This includes, but is not limited to lease extensions, removing co-signers, changes in roommates etc.

In closing we value the relationships we have with our tenants. We understand that situations change resulting in flexibility on Foxboro's part. We will do our best to work with you when we can. If you have any further questions, please let us know.

What change are you making to your lease?

Lease Change Start Date:

If there are pets on the current lease, which ones are staying? (Dog, Cat, etc.)

_____ Tenant Signature _____ Date

_____ Tenant Signature _____ Date

_____ Tenant Signature _____ Date

_____ Tenant Signature _____ Date

_____ Cosigner Signature _____ Date

_____ Cosigner Signature _____ Date

Address: _____

Thank You-Foxboro Property Management

Updated 3/29/22