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## THE DO'S AND DON'TS OF THE RENEWAL FORM

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- Who:** All responsible parties who have signed the lease including guarantors.
- When:** Refer to your lease agreement for specific time period prior to Resident's lease expiration and cite the particular paragraph to confirm the notice is being sent out meeting the notice requirements of the lease.
- Why:** The Landlord wishes to enter into a contract because it is more cost effective to have the Resident on a lease than as a month to month tenant. Unless the lease specifically states so, the month to month rent will remain as stated in the original lease.
- How:** Deliver a true copy to the Resident by posting on the door, mailing or hand-delivering.