

**MISSISSIPPI STATE UNIVERSITY
FACULTY AND STAFF TEMPORARY HOUSING
RENTAL AGREEMENT**

Date _____ Name _____ MSU ID _____

Mailing Address _____ Department _____

Unit Location _____ Unit Description: Apartment _____ House _____ Number Bedrooms _____

Date Deposit Received _____ Amount Deposit Received _____ Monthly Rate _____

Temporary Occupancy Beginning Date: _____ (ENDING DATE IS FIRM & TERM IS LIMITED TO **EIGHTEEN MONTHS**)

TENANT AGREES TO

1. Pay a security deposit of one month's rent to Mississippi State University when assignment is accepted to hold the unit until employee's arrival. Deposit insures the property is vacated in good condition (normal wear excluded). Should additional cleaning or repair be required upon vacancy, the deposit will be used to cover cost and a refund of the unused balance will be made (refer to Minimum Cleaning Standards.)
2. Pay for any damage incurred to property during period of occupancy (normal wear excluded).
3. Pay rent/utilities and fee charges (refer to Fee Schedule) each month through payroll deduction. At the first of each month, tenants not paid by MSU will make direct payments to the Controller's Office (Garner Hall) and nine-month faculty will do likewise for the month's not on University payroll.
4. Make arrangements for and pay all utilities not provided by Mississippi State University (4-County Electric Power Association, Atmos Energy).
5. Maintain property and exterior of building in accordance with Grounds and Maintenance Rules.
6. Pay a pet fee when tenant has a pet on MSU property. The pet fee is a non-refundable fee used to provide sanitization upon vacation of the property by the tenant. Upon occupancy: Pet(s) ____ (Yes) ____ (No). If yes, number of pets in unit _____. Notify Faculty/Staff Housing office and pay Pet Deposit for pet(s) obtained after occupancy.
7. Provide control over pets (refer to Pet Addendum).
8. Give written notice of intent to vacate the property and be responsible for rent/utilities and fee charges for at least thirty days from the date notice is given (refer to Intent-To-Vacate Form); pay partial monthly charges due on a prorated 30-day basis.
9. Vacate property within fifteen days following termination of employment with Mississippi State University.
10. Comply with all applicable University rules, regulations and policies.

TENANT UNDERSTANDS THAT

1. Violation(s) of Rental Agreement and rules may result in losing the privilege of housing and he/she will have fifteen days to vacate.
2. Failure to vacate property within thirty (30) days of the ending date may result in eviction proceedings and tenant will be responsible to pay all costs associated therewith.
3. Basement storage is not recommended. Basement construction does not preclude leakage and any stored items may incur moisture damage.
4. Subleasing of rented property is not allowed.
5. Rent/utilities/fee charges/rules are subject to change upon notification by the Director of Facilities Management. Any changes will apply at the beginning of the month following receipt of notice.

TENANT AGREES TO TERMS AND CONDITIONS OF THIS AGREEMENT

Tenant acknowledges receipt of _____ keys, _____, Serial Numbers _____.

Failure to return all keys upon vacating will result in a charge of \$ _____ for re-keying unit.

Tenant Date APPROVED: _____
Director of Facilities Management Date