

## **Steps to renting from Neebe Real Estate**

### ***1. Be sure the property is available and for when you need it.***

We offer our good tenants the opportunity to renew their lease with a 3% increase 90-120 days before expiration. If the website says possibly available and it's more than 120 days the current tenant may stay. So please double check with us before assuming the property is available

### ***2. Drive by the house and inspect the neighborhood.***

We think all the neighborhoods in Chapel Hill are wonderful, but if you drive by the property and check out the neighborhood before we show it, then we will eliminate superfluous showings of properties and minimize disturbing our current tenants.

### ***3. Fill out a rental application and send it to us?***

We need an application for our own personal security and also to determine if you can afford to rent the property that you want. An application also shows us that you are serious about renting and not just window shopping. Links to our application are available on our website. This helps us inconvenience our tenants as little as possible.

### ***4. Call or email us to set up a showing after completion of above steps.***

We normally require 24 hours advance notice to show occupied properties. It is possible to make exceptions with tenant approval. If the property is vacant, we can show it sooner, if we are available.

### ***5. If you like the property and want to move in here are the final steps.***

- A. \$50 Application Fee- for checking your references by outside party
- B. Once approved you need to sign a lease. A lease is for your protection and ours. Note: We use a standard lease approved by the North Carolina Association of Realtors. Since we are not attorneys we cannot alter our leases. If you want to pay our attorney to alter our lease for you he costs \$250 an hour
- C. Pay your security deposit with a Certified/Cashiers Check made out to "Neebe Real Estate Escrow Account".
- D. First Months rent is required before moving in. We require all subsequent rents to be direct deposited into our bank account. Details will be provided in your lease.

**Important: All our tenants are required to maintain the yard!**