

EMPLOYEE CLEANING DEPOSIT AGREEMENT

EMPLOYEE CLEANING DEPOSIT AGREEMENT STATEMENT REGARDING POLICIES FOR EMPLOYEES LIVING ON-SITE

Property: _____

Total Cleaning Deposit Requirement \$ _____. Employee agrees to pay the total amount of the cleaning deposit within 90 days of the start of employment.

Received from _____ amount \$ _____ as cleaning deposit for Apt. # _____ at _____ evidenced by receipt # _____. (This agreement itself is NOT a rent receipt.)

1. Release of the Cleaning Deposit is subject to the following provisions:
 - a) Employee vacates apartment within 30 days of employment termination in accordance with the Employment Agreement.
 - b) No damage to property beyond normal wear and tear.
 - c) Entire apartment including range, refrigerator, bathroom, closets and cupboards must be clean; refrigerator to be defrosted; all debris and rubbish and discards placed in proper rubbish containers.
 - d) All keys returned and all other project property accounted for; forwarding address left with management.
 - e) No other charges.
2. The costs of labor and materials for cleaning, repairs and replacement beyond normal wear and tear will be deducted from the cleaning deposit, based on the Apartment Inspection Check-Out.
3. The cleaning deposit will be returned in the form of a check to be mailed to the forwarding address within 10 days after the employee vacates the apartment subject to compliance with provisions in #1 above.
4. Undersigned employee acknowledges that he or she understands the provisions of this management policy and the Cleaning Deposit Agreement, as well as the Employment Agreement.
5. Employee understands that the cleaning deposit will be held in the operating account of the project and that no interest will be earned by the employee during the period these funds are held.

Employee: _____

Supervisor: _____

Date: _____

Date: _____

