

BPMG

Builders Property Management Group

Employee Occupancy Agreement

This agreement is made by and between Builders Property Management Group and _____ hereinafter referred to as “Employee”.

It is hereby understood that the apartment being provided to Employee at a Builders Property Management Group community, is a condition of employment with Builder Property Management Group or Builders, Inc. In the event of termination of employment by either party, the following conditions will apply:

1. Apartment must be vacated by Employee within **ten (10) days** of termination.
2. Rent for said apartment shall be computed at the current market rate commencing on the date of termination of employment, and shall be payable at the end of the ten day period.
3. Any monies advanced for rent, utility charges, phone charges, or other forms of advancement may be deducted from the Employee’s final paycheck.
4. All Employees must fill out a pre-occupancy inspection sheet, to be kept on file with the personnel department. If no inspection sheet is filled out and signed, it will be assumed that everything was in good condition when the Employee moved into the apartment.
5. The Employee must pay a security deposit of One Hundred and Fifty Dollars (\$150) before taking possession of the apartment. If no security deposit is on file, One Hundred and Fifty Dollars (\$150) will be withheld from the final paycheck to be used as a security deposit to ensure the vacated apartment will be left in good condition. Any damages to said apartment will be deducted from that amount. The balance, if any, will be refunded.
6. I have read and agree to the above conditions of employment.

Acknowledged by:

“Employee”

Date