

Steps it Takes to Return a Rental on Lease Expiration

If you are about to complete the time left on your lease, you should start contacting the owner to request a lease renewal if your desire is to continue renting. If you wish to leave the home once your lease expires, you should contact the owner to coordinate the return. The normal standard for both scenarios is 60 days before you lease expires, this gives the owner time to prepare a new lease or coordinate the return date and check the inventory with the tenant.

Below are both set of steps to take when returning a rental to the landlord or when wishing to renew your lease with landlord:

WISH TO RENEW LEASE: Contact Owner 60 Days Before Lease Expires

- STEP 1: Contact the agency or landlord at least 60 days prior to lease expiration and let landlord know you wish to RENEW the lease.
- STEP 2: The owner will let you know if he agrees to renew and if there will be any changes to the terms of the lease that you both agree on.
- STEP 3: If both tenant and owner agree on the new terms of the lease, a new one will be drafted and programmed for signing.
- STEP 4: A signing date is set for both owner and tenant to meet and sign the new lease.
- END

NOT RENEWING LEASE: Contact Owner 60 Days Before Lease Expires

- STEP 1: Contact the agency or landlord at least 60 days prior to lease expiration and let landlord know if you wish to RETURN the property to him at the end of the lease.
- STEP 2: The landlord and tenant will coordinate the details for meeting at the property at the end date of the lease to check the inventory and receive the keys.
- STEP 3: Both tenant and landlord will meet at the property at the end date for the lease (or before/after as arranged between both parties) to review the inventory signed by both parties at the beginning of the lease
- STEP 4: Once inventory is checked, tenant will hand over the keys and owner will take possession of the house. If any damages or missing items were found during the inventory inspection, owner will deduct repairs/replacements from the security deposit.
- STEP 5: Anywhere from 30 - 60 days after returning the property (some utility bills take 60 days to arrive such as CFE electric and TELMEX phone), owner will contact tenant to return remaining security deposit deducting last utility bills that corresponded to the tenant up to the delivery date.
- END