

**Harrison Apartments**  
**222 W. Lane Ave.**  
**Columbus, OH 43201**  
**(614) 294-5551**

**ANSWERS TO FREQUENTLY ASKED QUESTIONS**

**What is the apartment rental process at Harrison Apartments?**

When you decide you want to rent an apartment, you must pay at least half of the security deposit. The remainder is due within 10 business days. Security deposits may be paid in cash, check, money order, or credit/debit card. **There is no application fee!**

Once you've remitted at least half of the security deposit, you will receive leases and applications:

Master lease – due one day after initial deposit is remitted – this lease is signed by each intended resident of the apartment and is jointly and severally liable.

\*Harrison Apartments does offer the option of being on individual leases for an additional monthly fee. ALL roommates in the apartment must choose the same option. If at any time a resident on an individual lease defaults, Harrison Apartments reserves the right to place another roommate in the apartment.

Cosigner leases and applications – due within 10 days of the initial deposit – each intended resident receives one cosigner lease and application to be filled out with their respective cosigner. (Cosigners are usually a parent, grandparent, aunt or uncle; someone who is willing to be financially responsible for payment of the resident's rent should they not pay.) These leases are limited in liability by the number of residents of the apartment. Cosigner's signature must be notarized by a notary public.

**\*\*All deposits, leases, and applications must be submitted to Harrison Apartments within 10 business days of the initial deposit. Failure to do so may result in re-rental of the apartment.\*\***

**What is our rent payment policy?**

On move-in day, Ohio residents will pay first and last months' rent. Out-of-state residents or residents with out-of-state cosigners will pay first and last two months' rent.

Every month thereafter, rent will be due on the first of the month. Rent may be paid by one debit card, one check, one money order, or one cashier's check. ABSOLUTELY no cash or credit cards can be accepted for rent payments. (Rent cannot be paid by phone.)

International students without a cosigner will be required to pay the for the whole lease term up front. (Do not forget that debit cards often have a per/day limit, so please plan ahead for this.)

Remember, the **security deposit you pay upon rental does not count as rent**; it is strictly a security deposit that is held with the apartment and refunded back 30 days after your lease ends minus damages.

**My move-in date is mid-month. Do you prorate the first month's rent?**

Your rent is already prorated. We take the total amount of rent we want to receive for the year, prorate out the number of days you won't be in the apartment, and then divide it into ten or twelve equal installments. This method makes it easier for you to keep track of how much you owe each month.

**What about pets?**

We absolutely **do not** allow pets in our apartments. This includes cats, dogs, ferrets, etc. Fish and birds are acceptable. **NO EXCEPTIONS WILL BE MADE.**

## **Can I sublease my apartment?**

Subletting is permitted in the summer months only (June, July, and August) provided your roommates agree to the sublettor you choose. We suggest you get a security deposit (at least \$100), because as the signer of the lease, you will ultimately be responsible for any damage that might occur to the unit. Subletters must fill out an application through our office.

## **How do we pay for internet or a cable upgrade?**

Harrison Apartments does not assume responsibility for the internet or cable upgrades inside our apartments. Each apartment will be equipped with standard cable, but residents may put the internet and any cable upgrade in their own names by contacting Time Warner Cable. All other utilities will be provided as part of the lease.

Time Warner Cable: 614-481-5050 or online at [www.twcol.com](http://www.twcol.com)

## **How many parking spaces do we get?**

Because parking is extremely crowded all over the campus area, parking spaces are limited and vary per building.

Quarterly cost of passes are as follows:

- \$80\* - first year residents
- \$50\* - second year residents
- Free\* - third year and beyond

- Studio and One Bedroom Apartments can purchase 1 pass
- Two Bedroom Apartments can purchase 1 pass
- Three Bedroom Apartments can purchase 2 passes
- Four, Five or Six Bedroom Apartments can purchase 3 passes

**\*If you do not get to purchase a pass and you have a vehicle, you may put your name on our waiting list and if all allotted passes are not purchased, you may have the opportunity to purchase one.**

## **How do I know which apartment I will get in the building?**

When you put a security deposit down, a leasing representative will have you fill out a list of location preferences and other information about the apartment you desire. We place people into apartments using the preferences you provided according to how early you rented your apartment. For example, if two groups want to be on the fourth floor and there is only one apartment available there, the group who rented first will get the fourth floor. The other group will get the closest location to what they want. We try to accommodate everyone's requests as best as possible, but we are not always able to honor all of your requests. Remember, the earlier you rent, the better chance you will have of getting your preferences. We will notify everyone of their apartment assignment by early summer.

## **What about Security Deposit Returns?**

When you move in, we hand out move-in checklists. It is very important to note anything you find wrong with your apartment at this time. We videotape all of our apartments upon move out so there are no discrepancies about security deposit returns. We also send out move-out packets that give you details on exactly what we expect of your apartment when you move out. If you follow these instructions, you should have no problems receiving a fair refund.