

**MERIDIAN GROUP**

Real Estate Management, Inc.
5290 Overpass Road, Bldg. D
Santa Barbara, CA 93111



P. (805) 692.2500 • F. (805) 692-5020 • meridiangroupprem.com • DRE#01272282

June 8, 2021

To: Residents of:
Meridian Group
Goleta, CA 93117

Re: Move-Out Information and Instructions

Thank you for renting with Meridian Group this year. We hope that you enjoyed your home and wish you the best with your next endeavor. Please remember that, per your lease agreement, your lease will terminate **on Saturday at 12PM (noon)**. It is our hope that this turnover process will go smoothly, as we would like to be able to refund your full security deposit to you. Enclosed please find information which we hope will assist you with the move-out process and help answer questions you may have, but as always, please do not hesitate to contact us if you need anything further.

- **Payments:** Your last month's rent payment should have been paid last year with your payment for your first month's rent. If you set up auto payments through your online portal, please be sure to turn it off before June 1st to avoid any further withdrawal of funds for your account. You can review your account charges and balance through your online portal under the Transactions tab. **Please note that our system automatically posts your last month's rent as a charge but this amount was paid with your 1st month's rent and you do NOT need to pay this amount again.**
- **Standard Notice of Right to Request Initial Inspection:** Pursuant to California Civil Code 1950.5, you have the right to request that we make an inspection of the Premises prior to the termination of your tenancy for the purpose of giving you an opportunity to remedy deficiencies in order to avoid deductions from your security deposit. **To set an appointment, please return the enclosed Request for an Initial Inspection or email your property supervisor to schedule.** If we do not hear from you, we will assume that you are waiving your right to the initial inspection.
- **Bike Hauling:** Bikes left on the property will be removed and donated or discarded during the week of June move-outs. You must take your bike with you when you move out or it will be hauled. If you are moving to another Meridian Group property, please store your bike indoors during this week to avoid having it hauled.
- **Hauling and Waste:** You can donate unwanted items of furniture, clothing, and other qualified items to the GIVE program in June. The donations are sold at a giant sale and the proceeds benefit organizations and projects that help improve the quality of life in Isla Vista. They can be contacted at (805) 893-4569 or www.sa.ucsb.edu/give-iv/welcome. You can also donate to Goodwill or The Rescue Mission. You will be responsible for charges associated with hauling any personal items left behind.
- **Forwarding Address Form:** This form should be completed by the Key Person. The address provided on this form will be used to forward the security deposit reconciliation and refund. You may return the form to our office, email it to us at info@meridiangroupprem.com, or leave it in the unit for the inspector to collect on move-out day.
- **Helpful Cleaning Tips and Price List:** Enclosed is a list of cleaning recommendations and approximate costs provided by the independent vendors with whom we already work with for general cleaning, carpet cleaning, and painting. If you decide to schedule or complete any of the work yourself, please ensure that you are finished and completely vacated from the unit **by 12 PM on Saturday**. If you hire your own vendors, they should be licensed, bonded and insured. If their work does not meet our standards and we need to send in our own vendors and the cost will be deducted from your deposit. Please provide us with copies of your receipts for cleaning and carpet cleaning for verification that these services were completed no later than the **Monday** after you move-out.

ALL forms must be received promptly in our office. They can be submitted by email to info@meridiangroupprem.com, by mail or in person to our office. You may choose to drop off all keys, forwarding address form and any other information for us at our office or you can leave them on your kitchen counter. If you leave them in your unit, please call or email us to let us know so we know that you have vacated the unit on time. We can be reached at info@meridiangroupprem.com or at (805) 692-2500.

We hope you have a wonderful summer and we wish you the best of luck in the next chapter of your life!

STANDARD NOTICE OF RIGHT TO REQUEST AN INITIAL INSPECTION

TO: **Residents**

and all subtenants and any other occupants (collectively the "Tenant") in possession of the premises located at:

ADDRESS: _____ CITY: **Goleta** ZIP CODE: **93117** ("Premises")

- 1. Pursuant to California Civil Code § 1950.5, you have the right to request that the Landlord or the Landlord's agent ("Landlord") make an inspection of the Premises prior to the termination of your tenancy for the purpose of giving you an opportunity to remedy deficiencies (consistent with your rental agreement), in order to avoid deductions from your security deposit.
2. This inspection can be conducted no earlier than two weeks prior to the termination of your tenancy. Your lease or rental agreement is scheduled to terminate on _____.
3. You have the right to be present at this inspection.
4. You are not required to have Premises inspected prior to termination of tenancy.
5. You understand that not later than three weeks (21 days) after you have vacated the rental premises, the Landlord shall furnish you with an itemized written statement of the basis for, and the amount of, any security withheld and shall return any remaining portion of such security to you. You agree that the Landlord may send the written statement and any remaining portion of the security deposit to the Key Person designated on the face of the Lease/Rental Agreement only, and by doing so Landlord will have fulfilled the requirements of Civil Code Section 1950.5.
6. Select ONE (1) of the following options and sign, date, and return this notice to the Landlord at the address indicated below no later than _____ (3 days). If you do not complete and return this notice to the Landlord at the address indicated below within 72 hours after receiving it, the Landlord will presume that you are waiving your right to the inspection.

INITIAL INSPECTION REQUEST / WAIVER

Please select one of the options provided below, sign and return to our office no later than _____ (3 days).

I, the Tenant, WANT an inspection of the premises prior to the termination of my tenancy. If the Landlord is not available at the time and date you selected, the Landlord will contact you to schedule a time and date that is mutually acceptable.

DAY: Mon Tue Wed Thu Fri DATE: / / TIME: : AM / PM (Enter the day, date and time of your choice. Your selection must be during the hours of 8AM - 5PM, Monday through Friday. NO weekends or holidays.)

I, the Tenant, DO NOT want an inspection of the Premises prior to the termination of my tenancy. WAIVER OF NOTICE: California Civil Code §1950.5 requires that the Landlord provide the Tenant with at least 48-hours prior written notice of the time and date of an inspection of the premises prior to the termination of the tenancy. A landlord and a tenant can agree to forgo the right to the 48-hour prior written notice by signing a waiver. If you agree to waive the right to the 48-hour prior written notice, please sign below and return a copy of this Notice to the Landlord at the address indicated below.

SIGNATURE OF TENANT: _____ DATE: / /

MERIDIAN GROUP Real Estate Management, Inc.

LANDLORD (Owner or Agent): _____ DATE: _____

ADDRESS: 5290 Overpass Road, Building D, Santa Barbara, CA 93111 EMAIL: info@meridiangrouprem.com

BIKE HAULING:

Please be advised that bikes abandoned or left behind at properties managed by Meridian Group will be removed during the week of move-out.

This includes bikes belonging to current, continuing and future residents and those found locked to any part of the properties. Bikes will be donated or disposed of. Please store your bikes indoors during this week.

Do NOT store your bikes or other items on the property after you have moved out, as they will be removed and discarded.

Thank you for your cooperation!



KEYS & PARKING PERMITS

Don't forget to return your Keys and Parking Permits at move-out. Keys and Parking Permits must be received in our office no later than June 13, 2021.

The cost of re-keying your unit can exceed \$100 if we do not receive all of your keys. This includes, but is not limited to the front door, laundry room, gate and mail box keys.

There is a \$50 charge for any parking permit not returned.



UCSB COMMUNITY HOUSING OFFICE (CHO) MOVE IN / MOVE OUT VIDEOTAPING SERVICE

Please note that due to concerns over COVID-19, UCSB Community Housing Office will NOT be conducting the move-in / move-out videotaping services as usual. You may contact CHO at (805) 893-4371 or housing.ucsb.edu/cho with any questions.



GIVE IV: Reduce, Reuse and Recycle

The GIVE program accepts donations of unwanted and reusable clothing, books, furniture, household furnishings, kitchenware, canned and packaged foods, and miscellaneous items during Isla Vista and UCSB's annual move-out in June.

Donating to this cause can help you avoid extra fees for hauling and disposing of unwanted items. Visit www.sa.ucsb.edu/give-iv for more details.



WARNING!

Burning furniture or trash on private or public property is against the law!

Having interior furniture on the exterior of any Isla Vista property is prohibited at all times. Fines can range from \$235 - \$535 per day (SBC Code Chapter 17-9)



FORWARDING ADDRESS

MOVE-OUT ADDRESS: _____, Goleta, CA 93117

KEY PERSON'S NAME: _____

FORWARDING ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____

*This form should be completed by the Key Person. The address provided on this form will be used to forward the security deposit reconciliation and refund. You may return the form to our office, email it to us at info@meridiangrouprem.com, or leave it in the unit for the inspector to collect on move-out day.

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REQUESTS FOR LATE MOVE-OUT

Due to the strict schedule which we are on to get your unit ready for the new residents, we can allow only our graduating residents the opportunity to request to extend their lease for one day following their graduation. If approved, your unit will be allowed to extend the move out until 12 PM on the day following their graduation.

If the graduation is on Saturday, you will be allowed to extend until Sunday at 12PM (noon), and if the graduation is on Sunday, you will be allowed to extend the move-out until Monday at 12PM (noon).

To request a late move out, you must provide proof of graduation, and you must pay for the extra day(s) you will be occupying the unit at the time you submit your request.

The rent due for the extra day(s) is calculated by dividing the full rent of your unit by 30 days and multiplying that number by the extra number of days you are approved to extend your lease.

Example: If your lease expires on Saturday and you graduate on Sunday, you can be approved to stay in your unit until Monday at 12 PM. And if the total rent for your unit is \$2,400, you will take $\$2,400 / 30 = \80 per day. $\$80 \times 2$ days = \$160. \$160 is the amount you would owe for rent for the 2 additional days.

***Requests for late move-out must be submitted to our office no later than Friday (before graduation) at 5PM.**

****Rent for the additional day(s) must be paid at the time you submit your request to be approved.**

CONGRATULATIONS GRADUATES!

CLEANING SUGGESTIONS

Upon move-out, you are expected to leave the unit in the same condition it was in when you moved into the unit, minus normal wear and tear. It is expected that the apartment be move-in ready clean for the next occupant. A suggestion for cleaning is to clean the unit as well as you would like it to be if you were new and moving in to the apartment. Below are some suggestions for cleaning along with general items that are often missed. Please remember that items mentioned are suggestions and there may be additional items specific to each unit that will need to be cleaned (e.g. garages, yards, patios).

GENERAL CLEANING

- Clean all baseboards and doorjamb with a damp cloth to remove dust and cobwebs.
- Clean all outlet covers and switch plate covers of dust, dirt, and fingerprints.
- Clean all light fixtures of dust and bugs.
- Clean all windows, inside & outside, including window frames and tracks.
 - * Residents of upstairs units will not be charged for the cleaning of outside upstairs windows that cannot be accessed by a walkway or balcony.

KITCHEN

- Clean walls of grease and dust, especially near the sink and stove.
- Clean inside and outside of kitchen cabinets and drawers and wipe them clean of sticky spots and crumbs.
- Clean stove and oven. Be sure to clean under stove top and wipe off oven cleaner residue with vinegar.
- Clean refrigerator and freezer inside and outside. Don't forget to clean underneath, behind and on top of the refrigerator.
 - * Please, leave the refrigerator on and plugged in or disconnect it and leave it with the doors open.
- Clean sink and faucets.
- Clean floors. Be sure to get in the corners and edges. This includes moving the refrigerator and stove and sweeping and mopping underneath these appliances.

BATHROOM

- Clean all walls and ceilings of mildew, water spots, hair and lint.
- Clean floors and baseboards, including corners and edges.
- Clean tubs, showers and sinks of all hair, mildew and soap scum.
- Clean toilets, including back, base, bowl, and tank.
- Clean inside and outside of vanity and/or medicine cabinets.

LIVINGROOM AND BEDROOMS

- Clean cobwebs from walls, corners and ceilings.
- Clean closet shelves and floors.
- Clean baseboards, switch covers, outlet covers, and windows.

CARPETS

- Before you moved in, the carpets were either professionally steam-cleaned or were new. Therefore, the carpets must be steam cleaned before a new resident moves in to the unit, unless they are to be replaced.
- If you do not have the carpets cleaned upon move-out, we will have them professionally steam-cleaned, and the cost will be deducted from the security deposit (please see attached Vendor Price List for estimates).
- If you decide to schedule the carpet cleaning yourself, please be sure to provide a copy of the invoice from the professional steam-cleaning company at the time you vacate the apartment to verify that the service was done. Otherwise we must assume that it has not been done.
- The use of a Rug Doctor or any like device for cleaning carpets yourself does not qualify as having the carpets professionally steam-cleaned. It must be done by a company with a truck-mounted cleaner.

Some suggested products:

Bar Keepers Friend Cleaner and Polisher, Bon Ami, Clorox Sprays and Wipes, Easy-Off Oven Cleaner, Goo Gone, Krud Kutter, Lysol Sprays and Wipes, Mr. Clean Magic Eraser, Pine Sol, Tilex, Windex

MERIDIAN GROUP APPROVED VENDORS AND PRICE LIST

GENERAL CLEANING - ESTIMATED CHARGES (updated: 8/01/2019)						
	STUDIO	1BR/1BA	2BR/1BA	2BR/2BA	3BR/2BA	4BR/2BA
EXTRA LIGHT	\$95 - \$115	\$100 - \$130	\$115 - \$135	\$150 - \$175	\$160 - \$195	\$175 - \$205
LIGHT	\$155 - \$180	\$155 - \$180	\$155 - \$195	\$180 - \$205	\$190 - \$225	\$205 - \$235
MEDIUM	\$180 - \$205	\$180 - \$210	\$195 - \$215	\$205 - \$245	\$225 - \$255	\$235 - \$285
HEAVY	\$205 - \$230	\$210 - \$245	\$215 - \$245	\$245 - \$300	\$255 - \$325	\$285 - \$335
EXTRA HEAVY	\$230 - \$280	\$245 - \$295	\$245 - \$305	\$305 - \$380	\$325 - \$405	\$335 - \$425
ADDITIONAL / EXTRA WORK:	\$30 / HOUR			STRIP & WAX of FLOORS:		\$40 / HOUR
ADDITIONAL CHARGES APPLY	WINDOW: \$13 EACH		SMALL BLINDS: \$13 EACH		LARGE BLINDS: \$18 EACH	

Silvia's Cleaning Company	(805) 682-6141	SB, Goleta, & Ventura	www.silviascleaning.net
Quality Maids	(805) 588-0600	SB, Goleta, & North County	www.qualitymaidssantabarbara.com
M & M Cleaning	(805) 636-4111	Santa Barbara & Goleta	www.mm-cleaningsservice.com

These prices are quoted by our approved vendors and are offered by them to residents of Meridian Group. These prices are based on cleaning the entire unit, while completely vacant. We cannot guarantee these prices or that additional deductions will not be made from your security deposit if you request only certain or specific areas of the unit be cleaned, or that it be cleaned while still occupied. Prices are subject to change based on the actual size of the unit, extra or additional rooms (garages, laundry rooms, decks, patios, etc.) or extraordinary circumstances.

CARPET STEAM CLEANING - ESTIMATED CHARGES (updated: 8/01/2019)						
	STUDIO	1BR/1BA	2BR/1BA	2BR/2BA	3BR/2BA	4BR/2BA
UNFURNISHED	\$90	\$110	\$125	\$145	\$160	\$180
FURNISHED	\$100	\$120	\$140	\$140	\$175	\$190
STAIRS	\$60 minimum		FURNITURE		\$50 minimum	
*Heavily soiled carpets, trash pick-up and hauling are subject to additional charges.						

Classic Carpet Care	(805) 497-3695	SB, Goleta, & Ventura	www.capricarpetcare.com
Eagle Carpet Cleaning	(805) 895-7696	Santa Barbara & Goleta	
Quality Maids	(805) 588-0600	SB, Goleta, & North County	www.qualitymaidssantabarbara.com

These prices are quoted by our approved vendors listed above. If you would like to schedule to have the carpets cleaned, you may contact them for an appointment. There is a minimum charge of \$90.

PAINTING COMPLETE - MINIMUM CHARGE (updated: 04/10/2017)						
STUDIO	1BR / 1BA	2BR / 1BA	2BR / 2BA	3BR / 2BA	4BR / 2BA	
\$710	\$895	\$1,065	\$1,220	\$1,375	\$1,565	
PIECE WORK (EACH)						
KITCHEN	KITCHEN CABINETS	LIVING ROOM	BEDROOM	BATHROOM	HALLWAY	WALL
\$220	\$345 - \$700	\$200	\$200	\$220	\$220	\$50

Walls that are damaged and require repair or that are painted a different color other than the original color are subject to additional charges. Painting is amortized over a 3-year period. For example: if your apartment was painted before you moved in and you are moving out a year later, you would be responsible for 2/3 of the cost to re-paint as needed after 1 year of living there. If it was painted the year before you moved in, you would be responsible for 1/3 of the cost to re-paint after 2 years of living there.

HAULING is billed back at an hourly rate plus dump fees. Any items remaining in or around the unit will be hauled away and charges incurred will be deducted from the security deposit. To avoid these charges, all trash must be placed inside of the trash receptacles, and large items should be taken directly to the dump. Cleaning of overflowing trash and large items around the dumpster will be billed back evenly to all vacating residents.

***NOTE:** Prices listed above are estimations of costs. These costs may increase or decrease depending on the actual condition of the unit, the actual work required and for extraordinary damages. Prices are subject to change based on the actual size of the unit and additional rooms (garages, laundry rooms, decks, patios, etc.).