



Crestview Apartments
4200 Expressway
Missoula, MT 59808
(406) 327-1212
www.missoulaapartments.biz

Trout Meadows Apartments
2980 Trout Meadows Rd.
Bozeman, MT 59718
(406) 556-0500
www.bozemanapartments.biz

River Rock Apartments
4200 Expressway
Missoula, MT 59808
(406) 327-1212
www.riverrockapts.biz

RENEWING YOUR RENTAL AGREEMENT

Either you have received an email or letter from our office, or you are inquiring about renewing because your lease expires soon.

PRIOR TO YOUR LEASE EXPIRATION- Montana Crestview will email and mail a renewal offer letter or balance due letter as your account must be at a zero balance before the renewal is offered.

- If you have received a balance due letter please pay your balance as soon as possible. Upon receipt of payment, a renewal offer email and letter will be created and mailed to you.
- Once you are in receipt of the renewal offer email and letter, please log into your tenant portal to select your choice. If you have questions or requests regarding your offer please send an email to kbare@montanacrestview.com or tmleasing@montanacrestview.com with your specific request.

RENEWING RENTAL AGREEMENT – At this time you can log into your tenant portal to e-sign the new rental agreement. You can review the renewal options we are offering and e-sign your preference. If there are multiple tenants, once one tenant has began signing a new rental agreement that will be the only document available for the other tenants to e-sign. If there are third party cosigners on the account, they will also e-sign the new rental agreement. All tenants and cosigners (if applicable) must e-sign the entire rental agreement in their own portals. All tenants will also need to update the following information in their tenant portal:

- Updated vet records (if applicable, can be emailed to the above emails)
- Updated contact information including but not limited to phone numbers, email address(es), vehicle information, employment, or income information.
- Current renter's insurance which can be updated under the "Insurance" menu in your portal.

NOT RENEWING RENTAL AGREEMENT– If you are not renewing your lease, you must submit a *written 30 day notice in writing*. This can be done through your tenant portal, via email, or in the office. If no 30 day notice is provided we will charge 30 days after receipt of keys.

If you do not sign a new rental agreement or submit your notice to vacate and vacate by your lease expiration date, you will be considered a holdover tenant which will result in holdover tenancy status:

- 70-24-429. Holdover remedies-consent to continued occupancy-tenant's response to service in action for possession.

(1) If the tenant remains in possession without the landlord's consent after expiration of the term of the rental agreement or its termination, the landlord may bring an action for possession. If the tenant's holdover is purposeful and not in good faith, the landlord may recover an amount not more than 3 months' periodic rent or treble damages, whichever is greater.

(2) In an action for possession or unlawful holdover, the provisions of Title 25, chapter 23, apply, except that the time for filing an answer under Rule 4C(2)(b) is 10 days after service of summons and complaint, exclusive of the date of service.

(3) If the landlord consents to the tenant's continued occupancy, 70-24-201(2)(e) applies.

IMPORTANT: Renewing or vacating, autopayments must be adjusted accordingly. We do not have the ability to update or cancel autopayments on your behalf therefore, if any adjustments are necessary to account for a new monthly payment or if you plan to vacate, YOU must make the appropriated adjustments. Under the 'Payments' tab on your tenant portal is where you will update/edit your monthly autopayment or cancel your monthly autopayment.

We strongly suggest adding a stop date when setting up automatic payments since we are unable to cancel any payments made through the system. If an accidental payment is made you would have to contact your bank and request a stop payment which entails charges from your bank. Should we be required to refund an accidental payment there are charges involved and we must allow 7 to 14 business days for the payment to clear our bank account to process and mail the refund. You will be responsible for actual time associated.