



HURRICANE ADDENDUM

HURRICANE EMERGENCY PLAN

- Alfonso Property Management is not responsible for boarding properties. In order for tenant to preserve their belongings, we encourage boarding up windows.
- Follow all official recommendations concerning evacuation.
- Monitor weather closely as it can change quickly.
- Take whatever precautions are possible to protect your family and your house. This includes, but is not limited to: boarding up windows, bracing garage doors and moving sensitive objects from low spots to avoid water damage.
- Exercise caution when entering the property after the storm.
- Report damage to the office as soon as possible to aid in the repair process.
- If you have major roof leaks and are capable, please cover them with plastic sheeting or call the appropriate number to have it covered by the Army Corp of Engineers- Operation Blue Roof. If you are not able to cover them or would like us to perform this service, please call the office or leave us a note that details the damage. Be sure to provide your address.
- If you have broken windows, please cover them with plastic sheeting or plywood to prevent further damage from water.
- Wet carpet must also be dried or removed as soon as possible. We will perform this service as soon as possible. However, if you remove the carpet and padding before we are contacted, a piece must be saved for insurance to inspect.
- Yard clean-up of small limbs, trash, leaves and other debris is the responsibility of the tenant. If trees are down, please contact Alfonso Property Management and we will have them removed as soon as possible.
- As the property manager, we must inform the owners of the intent of the tenant to fulfill their lease or vacate the property. Please let us know if there are going to be any changes. We understand that the storms can affect job status and we will work with you as much as we can.
- Please pay rent as soon as possible. We understand that your ability to travel may be affected in the event of a storm. We will not charge late fees or process for evictions due to unpaid rent during the first month after a named storm in this instance.

Again, we strongly urge tenants to obtain renter's insurance and renter's flood insurance.

We appreciate your cooperation with this matter. Be safe and stay alert.

Tenant

Date