

SHORT TERM LEASE CONTRACT OPTION

Need more Time: This is a unique option available in the event you decide to wait for a particular unit to become available outside of your 60-day TLA period or you cannot justify a TLA extension. You will be advised to initiate a short term lease (page 2 below). DO NOT wait until day 59 to start this process, you need to timely work this option with a housing counselor to ensure a smooth transition is maintained. This short-term lease option allows you to continue the search for housing that meets your personal preference or awaiting other permanent housing options, i.e. waiting for a house to become available.

TLA vs OHA: With this option, your Overseas Housing Allowance (OHA) at the contract amount or your OHA cap, whichever is lower, plus your utility allowance will start to offset the short-term lease cost. Reimbursement of meals is not authorized while receiving OHA (this is no different than when you actually move into your home). You should not incur any out-of-pocket expenses. Shop around for best price.

Terminating a Short Term Lease: There is no termination notice required, however, you do need to get a release letter from the landlord (page 3 below). Basically this is a day by day rental. You can rent for 1 day up to 30 days. You also need to initiate an OHA change for new lease cost.

Instructions for completing the Short-Term Lease Agreement (shown on page 2 below):

The form is mostly self-explanatory, but below are some helpful hints:

- CONTROL #: do not put anything in this box
- LESSOR (LAST AND FIRST NAME): Landlord name
- LESSEE (LAST AND FIRST NAME): Your name
- MIL ID #: CAC Card ID #

ALL UTILITIES MUST BE INCLUDED IN THE RENT: your daily or monthly cost should be all inclusive, you should not incur any out of pocket expenses; if that is not clear with the landlord contact the housing office for assistance

Instructions for completing the Short-Term Release Letter (shown on page 3 below): The form is mostly self-explanatory, but below are some helpful hints:

- LESSOR (LAST AND FIRST NAME): Landlord name
- LESSEE (LAST AND FIRST NAME): Your name

RELEASE VERBIAGE: When signed the landlord certifies there are no claims for damages or payments

SHORT TERM LEASE AGREEMENT (CONTRATTO DI LOCAZIONE A BREVE)		DATE (Data di stipula)	CONTROL # (Numero di controllo)
The following short-term lease is intended to be between: (Il seguente contratto a breve si intende stipulato tra:)			
LESSOR (LAST and FIRST NAME) (Cognome e nome del locatore)			
LESSEE (LAST and FIRST NAME) (Cognome e nome del conduttore)		RANK (Grado)	MIL ID # (Numero di identificazione)
PREMISES (Indirizzo dell'immobile)			
APT NO. (App.to numero)	HOUSE NO. (Numero civico)	STREET NAME (Via)	CITY (Città)
EFFECTIVE DATE OF LEASE AND RENTAL COST (Data effettiva del contratto e costo di locazione)			
EFFECT. DATE - DD/MM/YYYY (Data effettiva gg/mm/aaaa)	DAILY COST (Prezzo giornaliero)	MONTHLY COST (Prezzo mensile)	
ALL UTILITIES MUST BE INCLUDED IN THE RENT (Tutte le utenze devono essere comprese nel prezzo d'affitto)			
REMARK SECTION (Note particolari)			
LESSOR AUTHENTICATION (Autenticazione del locatore)			
PRINTED NAME (Nome in stampatello)	SIGNATURE (Firma)	DATE (Data)	
LESSEE AUTHENTICATION (Autenticazione del conduttore)			
PRINTED NAME (Nome in stampatello)	SIGNATURE (Firma)	DATE (Data)	

SHORT-TERM LEASE - AVIANO AB - ITALY

SHORT-TERM RELEASE LETTER
(DICHIARAZIONE DI RILASCIO DEL CONTRATTO A BREVE)

LESSOR (LAST and FIRST NAME) *(Cognome e nome del locatore)*

LESSEE (LAST and FIRST NAME) *(Cognome e nome del conduttore)*

UNIT ADDRESS
(Indirizzo dell'immobile)

APT NO. *(App.to numero)*

HOUSE NO. *(Numero civico)*

STREET NAME *(Via)*

CITY *(Città)*

This is to certify that the above Lessor has no claims from his/her Lessee for the above quarters, neither for damages, back payments or pending bills neither now nor in the future.
(Si certifica che il sopra indicato locatore non vanta alcuna pendenza nei confronti del conduttore per i suddetti locali, né per danni, pagamenti retroattivi o bollette sospese né ora né in futuro.)

REMARK SECTION *(Note particolari)*

LESSOR AUTHENTICATION
(Autenticazione del locatore)

PRINTED NAME *(Nome in stampatello)*

SIGNATURE *(Firma)*

DATE *(Data)*

LESSEE AUTHENTICATION
(Autenticazione del conduttore)

PRINTED NAME *(Nome in stampatello)*

SIGNATURE *(Firma)*

DATE *(Data)*

SHORT-TERM RELEASE – AVIANO AB – ITALY