



Eviction Service Agreement / Prince George's Evictions

01. ADDRESS OF EVICTION: _____
02. Date & Time of the eviction: _____
03. Eviction fees must be paid in full at least 2 business days before the eviction.
04. Eviction can be canceled no later than 11:59pm the day before the eviction.
There is a \$150.00 non-refundable cancellation fee.
05. The eviction crew will arrive 15/minute before the eviction.
06. Eviction fee covers all labor charges for up to 1/hour. Clock starts at the scheduled eviction time.
- 07 The hourly movers charge for the first hour is \$70 and it's \$60 per mover for each additional hour.
08. Eviction fee covers the cost of moving the tenant's personal items out the property and placed in the designated place, determined by the Sheriff.
09. Eviction fee does not include maid service, moving trash or personal items. Sheriff will determine what is personal items and what is trash.
10. Eviction fee does not include moving items to the dump
11. Our crew will not enter the property until the Sheriff arrives.
12. Number of Movers needed: _____
13. Number of trash bags requested: _____
14. Administrator Needed: **Yes or No**
15. Locksmith Needed: **Yes or No**
16. How many locks will need to be replaced: _____
17. Drill Off Lock Service Needed: **Yes or No** (*used when owner does not have key to gain access to the property*)
18. Vanity Lock/Specialty lock will not be replaced at the eviction. Vanity knobs will be replaced w/standard locks to secure the property. The old Specialty or Vanity locks will be left in the property for the owner to get rekeyed at a later time.
19. Lock replacement cost is \$35 per turn key/knob (not per door). Locks with top & bottom knobs the hardware cost would be \$70.
20. No refund if we are notified less than 2/hours before the eviction for any reason including:
 - a. Inclement weather
 - b. Tenant files bankruptcy
 - c. Owner or Sheriff mix up of scheduled time
21. If unit is located within a Secured Building a key must be provided or someone will have to be onsite to allow the Sheriff & crew to gain entry to the building. If eviction is canceled due to "*Unable to gain access to building*", Eviction funds will not be refunded.
22. Additional fees may apply if needed:
 - a. Tow truck (if vehicles are on the property)
 - b. Vanity locks (additional may apply) locks to be rekeyed. Must be done after eviction.
 - c. Delay for waiting for Animal Control if unattended pets are left
 - d. Delay for waiting for Social Services if unattended children are left at the property
 - e. Hauling truck may be needed if property is more than 50/yards away from public streets (*Sheriff discretion*) .
23. Emergency Contact. In case of any last minute emergency with the Eviction list the name & phone number of the contact we can reach below. This contact must be reachable throughout the eviction process & have authority to make any Emergency decisions as needed.

Emergency Contact Name: _____ Phone: _____

Initial Here: _____

**3540 Crain Highway, Suite 172
Bowie, MD 20716**

Phone: (301) 744-9730 / Fax: (240) 266-1108 / info@princegeorgesevictions.com



Calhoun Properties Group, LLC

Matching Owner and Tenant with Trust and Confidence

Eviction Service Agreement / Prince George's Evictions

1. Services Subject to the terms and conditions of this Agreement *Calhoun Properties Group, LLC hereinafter referred to as CPG or Company. CPG is the parent company of Prince George's Eviction. CPG agrees to provide physical eviction services for your property with a trained contracted staff on-site to complete the eviction.*

2. Terms and Conditions These Terms and Conditions constitute an agreement between you and Calhoun Properties Group, LLC. I / WE (the customer) certify that this information is correct, complete and that we are solvent and able to pay for the procedure(s) performed. The Company (Calhoun Properties Group, LLC) shall not be liable for any property damage, personal loss, theft, or personal injury prior, during, or post eviction. CPG shall not be responsible in any manner for the acts or failures to act negligently, willfully, or otherwise, of the agents, or representatives. CPG is not responsible for the after effect of community "pillaging" or "ransacking" of items left post eviction.

3. Management Fees If a tenant pays any portion of the outstanding rent to "an CPG representative", those funds are subject to a 8% management fee. The balance will be forwarded to the owner.

4. Payment Terms All evictions are charged by the hour. CPG accepts Visa, MasterCard, Discover, and American Express credit cards. NO CASH OR PERSONAL CHECKS WILL BE ACCEPTED.

5. Eviction Cancellation Policy: CPG must be notified in writing, via the CPG website or email, or by telephone of any cancellations a minimum of 2 business hours before the scheduled eviction (business hours Mon - Fri 9:00am-5:00pm EST). If CPG is not notified of an eviction cancellation 2 business hours prior to the start of the scheduled eviction, there will be NO REFUND. If we are notified, a cancellation fee of \$150.00 will be charged. Evictions cancelled due to the weather will still incur the cancellation fee of \$150.00. If the eviction has been cancelled by the Sheriff or Marshall after we arrive onsite, the 1st hour of the eviction will be charged.

6. Start Time. Once the crew arrives on site or at the scheduled start time of the eviction (whichever is later), the first hour clock starts. Owners will be charged in hour intervals [see rates above] per mover per hour. The majority of our evictions are completed in less than (1) hour. Delays in Sheriff arrival or calls to animal control are not excluded.

By signing below, I authorize Calhoun Properties Group, LLC (CPG) to charge a one-time charge on the credit card indicated on this agreement form according to the terms, payment and cancellation policy outlined above. This authorization is for the service and payment of goods/services. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated in the agreement above.

Customer Print Name: _____

Customer Signature: _____ Date: _____

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