

**INFORMATION CONCERNING TAA OFFICIAL FORMS  
AND PUBLICATIONS**

**TAA Forms for Windows® Lease Software—Version 4.50 (November 2009)**

The TAA *Forms for Windows*® software program, which runs on a Microsoft Windows® 32-bit platform, automatically completes your TAA lease forms, saving time and trouble. In addition to all of the following TAA lease forms, the program also includes all sample REDBOOK forms.

**TAA Forms Online Lease Program (Revised November 2009)**

The TAA *Forms Online* program gives you the quality you expect from TAA's lease program with the convenience and powerful integration capabilities of a web-based format. In addition to all of the following TAA lease forms, the program also includes all sample REDBOOK forms. For information about TAA Forms Online, contact Blue Moon Software at 800/772-1004.

**TAA Official Forms and Publications (revised forms are available in print version after December 1, 2007):**

Form Name	Form Number
Rental Application—revised October 2009 (One part, pages 1 & 2)	09-D
Rental Application—revised October 2009 (Two-part NCR, pages 1 & 2)	09-D(2)
Rental Application ( <i>Spanish version</i> )—revised October 2009 (One part, pages 1 & 2)	09-Q
Supplemental Rental Application under Government Regulated Affordable Housing Program—October 2009 (One part, Spanish on reverse side)	09-W
Supplemental Rental Application for Non-U.S. Citizens—November 2009 (One part, Spanish on reverse side)	09-GG
Apartment Lease Contract—revised October 2009 (One part, pages 1 & 2)	09-A
Apartment Lease Contract—revised October 2009 (Two-part NCR, pages 1 & 2)	09-A(2)
Apartment Lease Contract—revised October 2009 (One part, pages 3 & 4)	09-B-1
Apartment Lease Contract—revised October 2009 (One part, pages 5 & 6)	09-B-2
Apartment Lease Contract ( <i>Spanish version</i> )—revised October 2009 (One part, pages 1 & 2, 3 & 4, 5 & 6)	09-N/O/P
Residential Lease Contract—revised October 2009 (One part, pages 1 & 2)	09-I
Residential Lease Contract—revised October 2009 (One part, pages 3 & 4)	09-J-1
Residential Lease Contract—revised October 2009 (One part, pages 5 & 6)	09-J-2
Condominium/Townhome Lease Contract—revised October 2009 (One part, pages 1 & 2)	09-K
Condominium/Townhome Lease Contract—revised October 2009 (One part, pages 3 & 4)	09-L-1
Condominium/Townhome Lease Contract—revised October 2009 (One part, pages 5 & 6)	09-L-2
Lease Contract Addendum for Units Participating in Government Regulated Affordable Housing Program—revised October 2009 (One part, Spanish on reverse side)	09-V
Lease Contract Addendum for Per-Person Rental of Dwelling—October 2009 (One part, Spanish on reverse side)	09-Z
Lease Contract Amendment to Add or Change a Roommate During Lease Term—October 1999 (One part, Spanish on reverse side)	99-C
Electrical Submetering Addendum—October 2009 (One part, pages 1 & 2)	09-G
Water/Wastewater Submetering Addendum—August 2009 (One part, pages 1 & 2)	09-EE
Animal Addendum—revised October 2009 (One part, pages 1 & 2)	09-E
Animal Addendum—revised October 2009 (Two-part NCR, pages 1 & 2)	09-E(2)
Animal Addendum ( <i>Spanish version</i> )—October 2009 (One-part, pages 1 & 2)	09-II

Lease Contract Guaranty—revised October 2009 (One part, Spanish on reverse side)	09-U
Inventory and Condition Form—October 2009 (One part, pages 1 & 2)	09-H
Inventory and Condition Form—October 2009 (Two part NCR, pages 1 & 2)	09-H(2)
Inventory and Condition Form ( <i>Spanish version</i> )—available in print October 2009 (One part, pages 1 & 2)	09-HH
Mold Information and Prevention Addendum—June 2001 (One part, Spanish on reverse side)	01-FF
Lease Contract Renewal—revised October 2009 (One part, Spanish on reverse side)	09-T
Lease Contract Renewal—revised October 2009 (Two-part NCR, Spanish on reverse side)	09-T(2)
Resident’s Notice of Intent to Move Out—revised October 2009 (One part, Spanish on reverse side)	09-F
Security Guidelines for Residents—revised October 2009 (One part, Spanish on reverse side)	09-M
Asbestos Addendum—October 1999 (One part, Spanish on reverse side)	99-Y
Federally Required Lead Hazard Information and Disclosure Addendum— October 2009 (One part, pages 1 & 2)	09-AA
Federally Required Lead Hazard Information and Disclosure Addendum—October 2009 (One part, pages 3 & 4)	09-BB
Federally Required Lead Hazard Information and Disclosure Addendum—October 2009 (Two part, pages 3 & 4)	09-BB(2)
Spanish Federally Required Lead Hazard Information and Disclosure Addendum—October 2009 (One part, pages 1 & 2)	09-CC
Spanish Federally Required Lead Hazard Information and Disclosure Addendum—October 2009 (One part, pages 3 & 4)	09-DD
Employment Application—revised October 2007 (One part, pages 1-8)	07-R
Employment Application ( <i>Spanish version</i> )—revised October 2007 (One part, pages 1-8)	07-X
REDBOOK, 2010-2011 Revision (available late January 2010)	10-11 RB
Operating Guide for Class C Pools & Spas ( <b>NOTE: Printed Pool Guide is transitioning to REDBOOK Online only and will be available in December 2009</b> )	
Residential Rental Housing, Apartment Living and Texas Law brochure (English version)—Package of 100	ALBE
“Safety First: Orientation and Accident Prevention for Apartment Personnel” Video	94-SV
TAA Resident Handbook & Community Policies—Package of 100	RHB
TAA Resident Handbook & Community Policies in Spanish—Package of 50	SPRHB

No TAA member is required to use any TAA official form. If a TAA member uses a TAA form, the member may add to, delete or change any provision of the form. However, none of the forms nor any part of them may be reproduced or otherwise copied since the forms are copyrighted by TAA. TAA has successfully sued and recovered substantial judgments against persons violating the TAA copyrights.

All official TAA forms and REDBOOK forms have been approved by TAA general counsel for use only by TAA members. All other persons and firms are prohibited from using the forms. For a discussion of the consequences of unlawfully using the TAA forms, see commentary to Section 17.50 of the Deceptive Trade Practices Act in the TAA REDBOOK.

Use of the forms by non-TAA members may be a deceptive trade practice and a violation of the criminal statutes under Texas Penal Code 32.42. Use by non-members also renders the lease void at the option of the resident. TAA members must also be members of the local association where their property is located; otherwise, the leases are void at the resident’s option.

TAA members may purchase the forms from the local apartment association in their area.