

OSU Properties, LLC

Leasing Info and Requirements

2027-2028 Leasing

Beginning **Friday, September 4th**, unit availability for the 2027-2028 school year will be updated as it becomes known. If a unit is marked as available, it can be applied for on a first-come, first-served basis. Listings will be updated regularly, so refresh the page often for the most recent information.

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Thank you for considering OSU Properties for your off-campus housing! Please take the time to carefully read this document. It contains answers to most of the questions prospective tenants and their parents may have about signing a lease with our company.

For any questions or concerns not addressed by this document, please contact Alek Kanellopoulos at 614-546-9760 or alek@osuproperties.com.

An Important Note Before You Consider Applying

OSU Properties was founded in 1991 by George Kanellopoulos and has been family owned and operated ever since. We do not manage for other property owners, nor do we have investors of any kind. Our company has grown from its own success, driven by exceptional quality and value, and guaranteed through the diligent work of George, his family, and our immediate team. For over three decades, we have set the standard for student housing around The Ohio State University, and our reputation reflects our principled commitments to our properties, residents, and the wider off-campus community.

We are seeking respectful residents with shared values, who have goals of securing a clean, safe, and well-maintained home where they can focus on their studies and personal development. We value our position in the community and hold our company, our representatives, and our residents to a high standard of conduct. We ask our residents to treat our properties as if they were their own, extending that same respect and consideration towards themselves, their guests, the university, and our broader off-campus community.

Before applying, please carefully consider whether our restrictions align with your values and housing goals. If they do, we eagerly welcome the opportunity to work with you. If they do not, we encourage you to explore other options.

1. Our Accreditations

Even if you do not choose to rent with us, the information in this document will help you understand what to look for in a rental company. Great student housing will lead to success in your academic life and beyond!

1.1. The Renter's Guide

We strongly encourage everyone to review the student [Renter's Guide](#), provided by The Ohio State University's Undergraduate Student Government (USG), and published through the Office of Student Life. The guide can also be found on our website's [home page](#). The Renter's Guide is a product of surveys conducted by the USG. It provides students and their parents with valuable information about how local landlords compare in many different areas.

We are extremely proud to report that George Kanellopoulos and OSU Properties have been **TOP RATED** among larger rental companies in the University District for each of the last 17 years of this important publication.

1.2. Off-Campus Housing Excellence Program and Off-Campus Housing Network

In addition to being top rated in the Renter's Guide, we are currently a valued in-network partner of [The Ohio State University Off-Campus Housing Network](#), and were previously a distinguished partner of a since discontinued initiative from The Ohio State University's Office of Student Life, called the Off-Campus Housing Excellence Program (OCHEP). You can learn about this former program [here](#) and [here](#).

OCHEP served to equip student tenants with the knowledge needed to live off campus and helped to improve the quality of off-campus life through conducting property inspections alongside the Columbus Division of Fire. OCHEP had three primary goals:

- 1) Reduce off-campus risks and hazards by providing students with information and strategies that enhance personal safety and home security.
- 2) Lower utility costs and raise environmental awareness by promoting sustainable living.
- 3) Help students and their families make well-informed decisions about off-campus housing options.

According to the program's rating system, each unit inspected could receive up to 5 "buckeyes" for safety, security, and operations, and 1 "green buckeye" for sustainability. **We are proud to say that for each active year of this program, all of our units received the highest possible rating of 6 buckeyes!**

[The Ohio State University Off-campus Housing Network](#) is the university's evolution of OCHEP, with more funding and resources than the previous program. The Off-Campus Housing Network has most of the same goals that OCHEP did, but expands the scope in many meaningful ways.

We strongly encourage everyone to learn more about this program from the university's webpage directly: <https://offcampus.osu.edu/off-campus-housing-network/>

1.3. Testimonials and Reviews

Our commitment to quality, safety, and sustainability has allowed OSU Properties to operate as one of the most reputable off-campus rental companies for over 30 years. The hundreds of testimonials and reviews from happy customers are proof of this commitment. You can read through many of these testimonials at [this link](#) on our website, and on our [Google Reviews](#).

2. Scheduling Showings

You can visit our website at osuproperties.com for unit availability, pricing, and other important information. To schedule a showing, please call Alek Kanellopoulos at **614-546-9760**.

If we are unable to take your call, please leave a voicemail providing your name, phone number, and the addresses of any units you are considering, and someone will call you back as soon as possible.

2.1. Move-In Pictures and Floor Plans

Extensive move-in pictures and detailed floor plans of each unit in our portfolio are available to view in the Dropbox folder linked below. Most of the pictures provided were taken right before the current tenants moved in. The combination of pictures and floor plans make for a great representation of what you should expect at move-in if you sign a lease with our company.

<https://www.dropbox.com/sh/rqkna3rjatnnwlt/AADKgbvEpLZTrXLZZUvS2GPwa?dl=0>

2.2. Leasing Without a Showing

Given our excellent reputation and the detailed resources we provide on our website, including the move-in pictures, floor plans, and sample leasing documents, you have the option of renting a unit without a showing.

Please note that we rent our units on a **first-come, first-served basis**, and we give priority to the first group that applies, regardless of whether or not they had a showing.

3. Signing a Lease!

Our units are some of the most desirable in the off-campus area, and as a result, they rent very quickly. All of our units are rented on a **first-come, first-served** basis. Only one group is allowed to apply for a unit at a time. This priority group receives our full attention during the application and leasing process.

Before you proceed with signing a lease, we ask that you carefully review our [Sample Lease Agreement](#), [Sample Rental Application](#), and [Sample Guaranty Form](#). If your group is 100% prepared to secure a unit, please **email** Alek Kanellopoulos at alek@osuproperties.com with the following:

- A statement of which unit you intend to lease in the body and subject of your email. All prospective tenants and guarantors should be Cc'd. We recommend you email a ranked list of units you would like to apply for in case your first choice is not available.
- The applicant information spreadsheet linked below must be completed **accurately** and attached to your email **as an Excel, Apple Numbers, or CSV file - do not send a PDF of your spreadsheet**. This is a direct download link, so please check your downloads folder.

[Applicant Information Spreadsheet](#)

- All information is required to prepare the leasing documents. We cannot proceed without a full legal name, email address, and phone number for each tenant and guarantor.
- Tenant - 01 is the Primary Tenant.
 - The primary tenant will be our first point of contact for any communications during the leasing process and in the future during your tenancy. There are also other responsibilities assigned to the primary tenant in the lease, so please review carefully.
- Add each tenant and guarantor in order. For example, Tenant - 02 (John Doe) has Guarantor - 02 (John Doe's Guarantor) and so forth.
- Our lease only requires one guarantor per tenant, so please do not list multiple guarantors in a single row.
- Only fill out as many rows as you have applicants and guarantors in your group. Ignore any blank or unused rows.

Take care to ensure the information provided is accurate, **especially each email address**, and remember to Cc all tenants and guarantors on your email.

If you are the first to express your intent to lease an available unit, you will receive a confirmation email along with instructions on what to expect next. If another group emailed first or if a unit is otherwise not available, you will be notified promptly.

3.1. Important Notes About the Leasing Process

The full leasing instructions will outline the leasing process in significant detail, but for the purpose of this document, please note the following:

- **Lease Term:** Unless otherwise noted, the 2027-2028 lease term is **08/15/2027 to 07/25/2028**. The move-in date is firmly set for 08/15/2027.
- In honoring our first-come, first-served rental policy, the unit your group is applying for will be reserved. It will not be available to anyone else during the application period. If any prospective tenant or guarantor fails to complete their leasing requirements, the unit will be removed from your priority and made available to the next interested group.
- **Rental Applications:** Each prospective tenant will complete a rental application electronically on DocuSign. **EACH** prospective tenant must submit a separate rental application and pay a non-refundable application fee of \$50.
- **Lease Agreement:** Each prospective tenant and guarantor will sign the lease agreement electronically on DocuSign. The lease agreement is a separate document from the rental application.
- **Guaranty Forms:** Each guarantor will complete a guaranty form electronically on DocuSign. There is no credit inquiry for guarantors, but each must provide employment and/or income information.
- You will have **24 hours** to complete all leasing documents.
- We will have an approval decision **within 72 hours** after completion of all leasing items.
- **Security Deposit:** If your group is approved, a security deposit equal to one month's rent must be paid electronically within **24 hours**. The leasing instructions and approval email will explain how to pay the security deposit.
- **Utilities:** Unless otherwise indicated, tenants are responsible for the cost of all utilities (gas, electric, water/sewer, and cable/internet).
- **Parking:** If a unit has paid, permitted parking, the annual parking fee is \$300/permit. The parking fee will not be due until sometime next summer.

Thank you for taking the time to review this document. We look forward to working with you!