

# CONDITIONS FOR THE APPLICATION PROCESSING

1. Applications must be filled out completely and legibly. Both applicant and co-applicants must provide their social security number. No post office boxes for home address. Any additional requested paperwork (current w-2's, employment letter, copy of driver's licenses...) must be submitted within 72 hours of the request. All applications must be signed and dated.
2. The fees are commonly: A month and a half security deposit, a non-refundable cleaning fee and first months rent.
3. All pets are accompanied by a pet deposit or a pet fee. Also a separate pet agreement will be executed.
4. The processing time typically takes 3 – 7 days. As soon as a decision is made, the tenant will be verbally notified and, if accepted, a closing date will be scheduled.
5. Upon approval tenant has 5 business days to sign the lease agreement.
6. The day the lease starts is the day that keys will be given to the tenants. No free days extended to the tenants.

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Applicant

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Date

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Applicant

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Date

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