

Application Agreement

SECURITY DEPOSIT in the amount of *1 month's rent* is due at the time of signing the Lease Contract. Any applicable **PET DEPOSITS** are also due at this time. A security deposit obligates the tenant to occupy the property on the agreed date and obligates the landlord to have the property fit for occupancy on the agreed date. If the tenant fails to occupy the property on the agreed date, then the tenant forfeits the deposit amount and may be liable for damages.

FIRST MONTH'S RENT is due at the time of lease signing.

COMPLETED APPLICATION An application will not be considered complete until all of the following have been provided:

1. *A separate application form* has been fully filled out and signed by each Applicant/Co-Applicant
2. *A copy of driver's license, state or federal issued ID* for each Applicant/Co-Applicant has been attached to the application
3. *Documentation of monthly income and employment* has been attached to the application
 - i. May include pay stubs, tax documents, or other documentation of monthly income
 - ii. Bank accounts, stocks, bonds and other forms of assets may also be used to document income. If income must be documented in this way, it will be necessary to furnish proof of funds equal to one year worth of rent and the funds must have been in the account for the last four months.
 - iii. If the gross monthly income is not three times the monthly rent, we may, at our option, require a guarantor. The guarantor must submit a separate rental application and authorize us to use the screening tools we use for any applicant who intends to live here. We will deduct the guarantor's own housing costs from his or her monthly income before we consider the income's sufficiency and the guarantor is subject to the same screening process as potential tenant.
 - iv. Self-employed applicants may be required to submit tax returns from the previous year for income verification.
4. *Completed Pet Application, if applicable.*
5. *Completed online credit and background check.*

PRICES subject to change without notice pending full lease execution.

PETS No pets of any kind are permitted on the leased premises without prior written approval

KEYS We will furnish keys only after: (1) all parties have signed all required documents; and (2) all applicable rents and security deposits have been paid in full by all parties; and (3) the unit is ready for occupancy..

DISAPPROVAL Notification may be in person, by mail, by email or by telephone unless Applicant requests that notification be by mail.

IF YOU FAIL TO SIGN THE LEASE AFTER APPROVAL All Applicant/co-Applicants must sign the Lease Contract within **three (3) days** after being notified of your approval in person, email or by telephone or **five (5) days** after approval is mailed to you. *If you or any co-Applicant fails to do so, we will retain the fees for application and terminate all further obligations under this Agreement.*

IF YOU WITHDRAW BEFORE APPROVAL. If, after seventy two (72) hours, and before signing the Lease Contract, you or any co-applicant withdraws an application or notifies Lessor that you have changed your mind about renting the dwelling unit, Lessor will be entitled to retain all application fees as liquidated damages. The parties will then have no further obligation to each other