



Application Process

- 1) All parties fill out applications online by selecting the “Apply Now” button on the website next to the property you are applying for. You must have all applicant’s applications turned in within 24 hours.
- 2) Each applicant will pay the \$100 Application Fee Online with the application.
- 3) You must attach the guarantor form from our website under Documents in the toolbar. Please note that the guarantor is not you. It is someone that is willing to guarantee that the rent will be paid and is held responsible in the possibility of you not paying rent or fulfilling your lease contract. In order to not need a guarantor, you will have to provide paystubs to show you make 3 times the rent and attach to your application. No application will be reviewed or processed until all parties have turned in the above documents. Failure to do so in 24 hours may result in denial or another applicant being approved and forfeiture of your application fee.
- 4) Once approved by property management company you will immediately be instructed to turn in your security deposit via our online portal. Access to portal is given upon application approval. The security deposit is equal to 1 month’s rent (90% is refundable and the nonrefundable 10% goes to lease creation).
- 5) Once Security Deposit is paid in full the lease will be created and sent to all parties via DocuSign.
- 6) After Lease has been signed by all parties the 1st full month’s rent is due within 2 weeks and will be put in the portal.

A \$15 MRA fee is charged monthly to your account in addition to the monthly rent. This fee is an administration fee that is non-negotiable. Failure to sign a lease due to refusing this fee will result in denial of application and forfeiture of your application fee due to all information of fees being disclosed prior to applying to property.