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### **REQUIREMENTS FOR RENTAL APPLICATION APPROVAL**

The following requirements must be met before your application to rent at a property can be approved.

1. \$25.00 Application Fee for adults 18 years old or older. \$10.00 for each next applicant.
2. Credit Report and Tenant Performance Report on each adult 18 years old or older.  
A negative report may cause rejection of the application.
3. Valid Identification for each adult 18 years old or older. The ID must include a photo and current address. Acceptable IDs include a driver's license, military ID, passport, etc.

### **RENTAL APPLICATION CHECKLIST**

- \$25 application fee for each adult 18 years old or older.
- Fully completed and signed Application to Rent for each adult 18 years old or older.
- Valid photo ID for each adult 18 years old or older must be presented.

### **RENTAL APPLICATION PROCESSING FURTHER INFORMATION**

No application will be approved if it does not include all requirements on the **Rental Application Checklist**.

All applications are processed at J & R offices. Do not fax application. Please mail or deliver all application checklist items to J & R Associates designated offices. Deliver during business hours or put in drop box anytime nights or weekends. Your previous landlord may be contacted.

If approved, a deposit will be required upon approval to hold the apartment (Deposit in Certified Funds: Cashier's Check or Money Order).

**Applications will be processed in the order received.**

**If an application is for an apartment in advance of the existing tenant vacating, please be aware that the date the apartment becomes available is subject to change due to existing tenant schedule and the needs of unit turnover without prior notification.**

**THANK YOU FOR YOUR APPLICATION!**