

## Rental Application Instructions

- Applicant must be at least 18 years of age. **Each person over 18 years of age must complete a separate application packet (including guarantors/co-signers).**
- Each application must be filled out completely, accurately, legibly and signed by applicant.
- Clear and legible Photo Identification must be presented with each application.
- An application fee of \$47.00 must accompany each application for cost of processing. The application fee is non-refundable. No application will be processed without an application fee. Cashier's check or money order only, made payable to R. Fralin & Associates, if not paid online.
- Income verification is required for each source of income listed and proof of such income must be provided (Two (2) most recent paystubs, Employment Offer letter, etc.).
- If you are currently renting your home or have rented within the past twelve (12) months, then a rental verification form must be signed and completed.
- Security Deposit (up to two month's rent, depending on credit) will be due immediately upon application approval. A non-refundable restoration fee may also apply.
- **Any rental unit will remain on the market and available until the security deposit has been paid in full and all lease documents have been procured.**
- Pet Policy: Domestic cats/dogs over six (6) months of age. Additional fees apply; pet restrictions may apply. Management reserves the right to refuse any animal. Applicant must complete a pet screening profile, per pet at <https://app.petscreening.com/>
- Please submit the application through DocuSign via our website: [www.rfralinassociates.com/application](http://www.rfralinassociates.com/application)

We look forward to helping you find your next new home with us!

