

# WESTCHESTER APARTMENTS

## Application and Authorization Agreement

1. The application fee of \$10.00 (per applicant), one form of identification (photo ID), and proof of income (two most recent pay stubs, government tax records or documents or bank statements) must accompany each application.
2. Security Deposits are not refunded when an apartment is held for a prospective tenant until the the apartment is re-rented to a new tenant; any lost rent will be charged against the Security Deposit. Security Deposits are refundable (less any damages) when the lease contract is fulfilled. Security Deposit may NOT be used as last month's rent.
3. Rent is due in advance on the first of each month.
4. Only the person(s) named on the lease application shall reside in the apartment. Approval from Landlord is required before a new occupant may reside in the apartment.
5. All apartments must be properly maintained:
  - A. Carpeting should be cleaned once per year.
  - B. No personal property (bikes, toys, shoes, trash bags, etc.) may be kept in the common hallway or on the patio or balcony.
  - C. No clothing or rugs are to be hung on the balconies.
  - D. Vertical blinds are provided and must be properly operated and maintained by tenant.
  - E. All apartments must be thoroughly cleaned upon vacating.
6. All residents are expected to keep noise at a level that will not disrupt or disturb others.
7. Westchester Apartments offers cat friendly apartments in select buildings and requires a Pet Addendum to the Lease. Westchester strictly enforces a NO Pets Allowed policy in all other buildings.
8. All vehicles must be in working order and cannot be stored, washed or repaired in the parking lots. In-operable vehicles will be ticketed and towed at the owners' expense. Boats, campers, trailers, etc. may not be stored in the parking lots.
9. Lease renewal letters are mailed to tenants sixty (60) days in advance of expiration. If Tenant agrees to renew the lease, it is an automatic renewal immediately upon expiration of the prior lease contract. Lease contracts always expire on the last day of any given month.

**FAIR HOUSING STATEMENT:** Westchester Apartments, LLC provides equal housing opportunity and does not discriminate on the basis of race, color, religion, national origin, ancestry, physical or mental disability, familial status, marital status, age, sex or unfavorable discharge from military service in the offering of rental apartments or in the terms, conditions or privileges of rental.

**BACKGROUND AND CREDIT HISTORY AUTHORIZATION:** I understand that Westchester Apartments will be verifying necessary information in their efforts to verify and qualify my application. This information may include my past and present employment and earnings, past and present residential rental accounts, bank account information, criminal background, and credit history through one or more credit bureaus. I hereby request that this authorization be fully honored by past and present employers and/or creditors.

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Applicant Signature

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Date

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Co-Applicant Signature

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Date