



APPLICATION INSTRUCTIONS

READ CAREFULLY BEFORE BEGINNING APPLICATION PROCESS ...

Thank You for taking interest in the Windows Lofts. To help with the process of your application, we provide this checklist of requirements for your benefit.

All applicants must submit payment in full for application process to begin.

- \$35.00/person - non-refundable application fee
Personal check accepted - payable to Windows Lofts

Lofts can be reserved by submitting a \$400 Security Deposit, either during or after the application process, reserving the loft for 72 hours. If an apartment is held for an applicant for more than 3 days all monies deposited shall be forfeited to Landlord. If the application is not approved by Landlord, the Security Deposit will be refunded.

All applicants must provide a Driver's License or Photo ID. We will make a photocopy for your file.

When completing your application, we require you use the same color ink through the entire application. Make sure every question on the application is filled in and your signature and dates are completed where required. If you do happen to make an error, please draw one line through the mistake and initial the correction. Under NO circumstances should white out be used on the application.

Thank you in advance for your cooperation. We look forward to working with you !