



**Before you begin your online application, please be sure to have these documents ready you will need to upload them during the application process.**

- Your complete contact details
- Addresses and landlord information of where you have lived.
- Make sure you have the exact and correct spelling of all Co-Applicants /Occupants
- Copy of Drivers Licenses
- Copy of current income if your last check stub shows YTD or letter from your employer
- Copy of last year income tax return or W-2
- Copy of bill with name and address
- Pay fees online \$100.00 application fee per person over the age of 18.
- All the above documents must be uploaded and attached to your application.
- Once application is complete, please contact the office to pay the \$300 security deposit.
- Security Deposit can be paid on the online portal or in person by money order or cashier's check must be within **24 hours of approval notice**. This is required with the application.