

APPLICATION ACCEPTANCE PROCESS

Please review the following thoroughly before you begin.

1. Application:

- ✓ We require that the application be filled out completely, legibly and signed before we can process it. An incomplete application will cause a delay in the process and may result in denial of the application.
- ✓ Falsification of information will result in denial.
- ✓ Application Screening Fee: A non-refundable **\$43.00** fee per applicant is required at the time the application is submitted. Anyone over the age of 18 must be screened. Please make funds payable in the form of a cashier's check or money order. Credit card payments are accepted with the credit card form through Moco Inc.
- ✓ Applications are processed on a first come, first serve basis. Taking an application with you does not hold the apartment for you.

2. Holding an Apartment:

- ✓ An apartment is taken "off the market" and considered "held" when an application is filled out, paid and a holding fee in the amount of: **\$700.00** is given.
- ✓ If an application is submitted without a holding fee, no specific apartment will be held.
- ✓ The holding fee will not be refunded unless the apartment cannot be delivered to the applicant for possession on the stated date. When tenancy does occur, this fee will then be applied to rent and/or the security deposit due.

3. The Screening Process:

- ✓ All applications are screened and processed by an independent company and The Apartments must follow the recommendation received. Screening usually takes about 48 hours. After 72 hours, we will run the next application (if any) and will rent the apartment to the first approved applicant that brings in the holding fee.
- ✓ Acceptance of your Application: Once the screening company has made a determination of your application, we will call you with the results and / or if there are any added stipulations, such as an increased security deposit. Upon your acceptance of the results, the holding fee will be deposited and is non-refundable in the event that the applicant(s) do not move in as agreed.
- ✓ Denial of your Application: If your application is denied, you will receive a phone call from us, followed by written notification. (Note: If you have questions concerning the results, you will need to contact the screening company, as they were the ones that processed your application.) We will not be able to provide a copy of your credit report to you (as stipulated by the Fair Credit Reporting Act); however, you are welcome to contact the screening company with any questions you may have.

4. Rental Terms: A 12 month rental agreement must be signed.

My signature acknowledges I have read and understand the Application Acceptance Process. All applicants must sign below before we can process the application(s).

Signature: _____

Date: _____

Signature: _____

Date: _____

ALOHA WEY APARTMENTS IS PROUDLY MANAGED BY GRAN INC.

