

## Application Checklist

- Completed and signed **Apartment Application**
- Signed Statement of **Rental Policies**
- Rental History Form** completed by previous management company
- Fees and Deposits**
  - \$55 Non-Refundable Application Fee (per applicant)
  - \$150 Non-Refundable Administration Fee (per apt.)
  - \$500 Refundable Security Deposit (per apt.)
  - \$300 Non-Refundable Pet Fee (per apt.)
  - Pet Rent: \$10/pet/month
- Income Verification**
  - 2 most recent pay stubs
  - or Verification from current employer on company letterhead verifying income and employment dates.
- Proof of Renter's Insurance**
  - \$100,000 liability coverage with Cameron Court or Shelton Apartments listed as interested party is required. One year policy, at least.
  - Must provide copy of Declaration.

*\*\*you will not receive keys to any apartment without proof of insurance\*\**

**Please note: All documents must be submitted with the application in order to reserve an apartment home. Thank you.**