



## Lease Request Form

1. Leases should be requested at least 3 days prior to signing.
2. This form must be filled out in its entirety with an approval signature from management

Agent Name: \_\_\_\_\_

Name of Tenant: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Tenant: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Guarantor Information (if applicable): \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address of Unit rented: \_\_\_\_\_

Landlord Name: \_\_\_\_\_

Landlord Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Requested Date of Lease Signing: \_\_\_\_\_

Lease Start Date: \_\_\_\_\_ Lease End Date: \_\_\_\_\_

Move-in Date: \_\_\_\_\_ Keys Issued: \_\_\_\_\_

Rental Amount: \_\_\_\_\_ Security Amount: \_\_\_\_\_

Approval Signature \_\_\_\_\_ Date: \_\_\_\_\_

**All documentation should be provided at time of Lease Request. Any missing docs will result in a delay of lease execution.**