

Park Centre Properties

RENTAL PROCEDURES

APPLICATION COMPLETION

- Complete the attached application in its entirety.
- Provide four (4) backup salary verifications i.e. check stub, deposit copy.
- Provide three (3) Personal References. This should be non-related parties who have known you for a period of time.
- Notify references a call will be received from Park Centre Properties.
- No application fee is required.
- Copy of Drivers License and Social Security Card.

APPLICATION PROCESSING

- No employers will be contacted. Only review of verification documents.
- References will be contacted.
- Background check will be completed.
- Credit will be reviewed.

COMPLETION

- Once the application processing is complete, an offer to rent will be made.
- Payment of the security deposit must be made when the lease is signed to take property off the market.
- All verification documents and copies must be produced.
- Keys will be furnished with payment on the day that you move in.

