



Applicant/Tenant Introduction

Thank you for your interest in one of our available properties. We have several properties for rent on our website and all of the necessary forms you will be required to complete are provided online under "Forms & Applications" at www.BoulderFinancial.com .

The first step to apply for the house your interested in is to complete an **Application for Residency** for each individual tenant. This application requires a \$39.00 application fee which is the cost of processing your Application. In case you do not maintain a verifiable source of income (such as students), you must additionally complete a **Parental Liability Statement** so we may alternatively qualify the source responsible for all rental payments, security deposit and or monies due during your lease.

Upon approval and determination of your security deposit, we ask that you review our **Lease Agreement**, complete a **Lead Based Paint Disclosures for Rentals, Rental Disclosure Addendum** and **Relationships Disclosure**. Upon review and completion, we then meet so you may provide a copy of your Driver's license, deliver your Security Deposit in certified funds, bank check or wire transfer in order to secure your lease. We will additional determine your prorated first month's rent due on or before move and also ask that you pay (or arrange a payment plan) for your Last Month's rent at this time.

The Security Deposit is normally slightly higher than one month's rent and increases if any risk factors in the application process arise or if there are pets. All deposits are refunded with interest and written explanation of any retained funds with photos. No property shall be considered rented until all documents are complete, all monies paid and the owner has signed and provided a copy of the lease to you.

Please feel free to call with any questions and I look forward to receiving your information and/or renting to you in the future. Additional documents may be required for your specific property so please ask your property manager before scheduling your appointment.

Kindest Regards,

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