

PRE-LEASE DEPOSIT AGREEMENT

Applicant, _____, is making an application to become a tenant of **Whitewater Way Apartments**. Applicant understands that Bessler Management will conduct a review of applicant's application for tenancy and determine whether such application will be accepted.

After the review of the application submitted herewith, Bessler Management will advise applicant as to whether applicant has been approved to enter into a lease with Bessler Management. Subject to the conditions herein, if there is more than one unit available at the time of the submission of this application, applicant may designate the unit applicant wishes to lease. Upon approval of the application by Bessler Management, Bessler Management will process a lease and make a lease available for signing as expeditiously as possible.

Applicant can agree to pay a **pre-lease deposit** to BESPA in the sum of the **BASIC RATE** at time of application. If applicant wishes to hold a specific designated unit, applicant can pay a **pre-lease deposit** with the application and Bessler Management agrees to hold the specific unit chosen by applicant until Bessler Management has made the decision whether to accept applicant as a tenant. In the event applicant is accepted as a tenant, Bessler Management will continue to hold the specific unit until a written lease has been processed. Otherwise, applicant will pay the **pre-lease deposit** at the time applicant has been accepted for occupancy of a unit by Bessler Management. Once applicant has paid the **pre-lease deposit**, Bessler Management will hold a unit for applicant during the pendency of the processing of the lease.

Once the applicant has been approved, the applicant agrees to sign a lease by ____/____/20____.

At the time of the signing of the lease, applicant agrees to pay a **lease deposit** to BESPA in the sum of \$_____.**.00**. The **pre-lease deposit** which is described above will be credited in full to the amount required of applicant for the **lease deposit**.

In the event that Bessler Management does not approve the application, any **pre-lease deposit** paid with the application will be returned in full. Once applicant has paid a **pre-lease deposit** and determines not to enter into the lease applied for with Bessler Management for any reason, applicant forfeits the **pre-lease deposit**. After applicant has been accepted for tenancy, if any of the facts set forth by applicant in the application become changed prior to signing the lease, Bessler Management may revoke acceptance of the application and applicant forfeits the **pre-lease deposit**.

BESSLER MANAGEMENT

Dated: _____

By: _____ (signature)

(printed name)

Manager(title)

Dated: _____

Applicants signature

(printed name)

BESSLER

Apartment Management Company
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(507) 775-2109 Voice
(507) 775-2960 Fax

Application Fees, Process, and Tenant selection/rejection.

Effective 2/23

(Copy of this letter to accompany every application)

1. Fees
 - a. \$50.00 per adult as listed.
 - b. Pre-lease form may be signed and pre-lease deposit paid after approval.
 - c. Application fee must be paid at the time the application is turned into management.
2. Application
 - a. All blanks must be filled in and legible.
 - b. Form must be signed, dated and include the application fee as stated in section 1.
3. Process
 - a. Bessler Management will perform a search in the following data bases on all applications;
 - i. We have contracted for the following searches from Online Rental Exchange:
 - (1) Problem Renter
 - (2) Unlawful Detainer
 - (3) Collection Account
 - (4) Public Record
 - (5) Criminal Convictions
 - (6) Credit Report
4. Selection
 - a. An application may be rejected for any of the following;
 - i. Violations noted under the following sections from the Online Rental Exchange search;
 - (1) Problem Renter
 - (2) Unlawful Detainer
 - (3) Criminal Convictions - one misdemeanor may be allowed if more than two years old.
 - ii. Note: Public Records and collection accounts that are less than 24 months old establish date of last activity.
 - iii. Problematic Credit Report
If there is a lack of established credit for the last twelve months, we may request a Guarantor.
 - i. If there will be more than two residents per bedroom size requested.
 - ii. Any false, omitted, or fictional statements or information on the rental application.
 - b. If head-of-household is unable to enter into a legal and binding contract.
 - i. Note: Tenant and/or adult co-tenant(s) must be legally responsible for other household member(s) in the same unit.
 - c. If rent will be more than 30% of applicant(s) gross income, and no Rental Assistance is available.
 - d. If application is for Government and/or Tax Credit Housing, applicant must meet program requirements.

"In accordance with Federal law and the USDA's policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited basis apply to all programs)."