



KDH PROPERTIES, INC.
*Winner of the Arlington Chamber of Commerce
2011 Small Service Business of the Year*

RENTAL APPLICATION PROCEDURE

The undersigned hereby acknowledges that I/we have read the following application procedures and agree to comply with the procedures.

1. The first thirty (30) days rent shall accompany the application as a rental deposit, plus a \$40.00 processing fee for each applicant. The payments are to be by certified checks payable to KDH Properties. However, the processing fee may be paid in cash. The security deposit must be paid by a certified check when the keys are given to the tenant.

2. KDH Properties will deposit these funds in its bank account as soon as the applications have been processed and the applicant approved. If applicant is rejected only the rental deposit shall be returned.

3. The application must be filled out completely and legibly.

4. Approval or disapproval of the applicant will be made within three business days after all requested information has been received by KDH Properties. In the event of disapproval the rent deposit will be refunded within two working days of such disapproval. The processing fee(s) will not be refunded if the application has been processed.

5. A draft of the proposed Lease may be reviewed through the office of KDH Properties. If the Landlord and Applicant cannot agree on terms the deposit will be refunded. The property applied for will remain on the rental market until the lease is fully signed by both the Landlord and Applicant.

6. Cancellation of the application must be in writing.

7. I/we authorize KDH Properties to investigate my/our credit rating, including, but not limited to, any credit reporting agency, any and all references herein given to or discovered by KDH Properties and all landlord references and all employment information, current and past. I/we realize that this information will be used by KDH Properties to evaluate my/our background and credit standing prior to deciding whether or not to recommend me/us to the landlord or before entering into a lease agreement with me/us. I understand that if I/we do not meet all of the terms and/or conditions of the lease, or if I/we cause financial loss to the landlord, that my/our name(s) may be placed into the records of credit reporting agencies and that such information will be furnished to their subscribers who have a bona fide and/ or legal need to make such an inquiry about my/our credit.

Date: _____ Signature:

Date: _____ Signature:

Date: _____ Signature: