



The Joy of Becoming a Homeowner

Dear Client,

Thank you for your interest in renting with Improov Homes!

Below are several instructions regarding your application:

1. Kindly fill out the application in clear print. Please make sure to include the **specific apartment and the desired move-in date.**
2. Kindly sign the CIS Receipt and attach it to the application.
3. Please specify all of the people who are going to occupy the apartment, adults and children (please note, only the people who are specified on the application will be included in the lease)
4. **Application Fee** - any adult over 18 years old requires an application fee. If the adult has lived in the state of New Jersey for the past 7 years then the application fee is \$25/person and if they have lived in more than one state in the past 7 years the fee is \$45. This is a third party fee and it's used for background and eviction check. **This fee is non-refundable.**
5. The application requires a **\$300 Application Deposit.**
 - a. If accepted, the application deposit will be credited towards your security deposit.
 - b. If not accepted, your application deposit will be refunded to you.
 - c. If you change your mind after the application is submitted, the deposit is NOT refundable.
6. All payments should be made in the form of money order or cashier's check; Alternatively you may make payments through Venmo to our broker @Imbar-Meidani (make sure you see the Improov logo. We do not accept personal checks or cash.
7. Please include the following paperwork with your application:
 - a. Picture ID
 - b. Copy of Social Security Card
 - c. 60 days of pay stubs
 - d. 60 days of bank statements
 - e. Past 2 years of tax returns and W-2's.



The Joy of Becoming a Homeowner

8. Once you are notified that you are accepted for the apartment, you will have to make an additional deposit of at least 1 month of rent to hold the apartment until the agreed move-in date. This payment should be made within 48 hours from the time you were notified. Lack of providing a secondary deposit will be considered as forfeiting the application and the application deposit (\$300).

If you have any questions, contact our office at 973-743-9333 Mon-Fri 9.30am to 6pm. Please sign this letter below confirming that you have read, acknowledged and agreed to the terms and conditions above. Please submit this signed letter together with your application.

Thank you!

Imbar Meidani
Broker of Record
Improv Homes

Applicant Name: _____

Applicant Signature: _____

Date: _____

Applicant Name: _____

Applicant Signature: _____

Date: _____