



WANT TO BECOME A PARK TITUS RESIDENT?

Please read all materials carefully before submitting an application for consideration. Send to following address only: Park Titus Associates, 7 Van Auker Street, Rochester, NY 14608

- ✓ Fill out the application completely and sign where indicated which allows us to run a credit and criminal check and verify employment/income.
- ✓ Submit a \$35 non-refundable fee (payable to Park Titus Apartments) *(fee must be money order or cashier's check)*
- ✓ Provide proof of identity (copy of your license or Photo ID)
- ✓ Provide a copy of last two paystubs or other proof of employment/income
- ✓ If retired or on disability, proof of monthly payments must be supplied

If your credit/background report comes back approved and employment verification (or income verification) is completed, we will request permission to do a "landlord check" if applicable. If everything is within our guidelines we will call you with the good news!

We generally have a waiting list and apartments rent quickly.

The above procedure *MUST* be completed in order to be approved for tenancy or to get on our waiting list. Those applicants who have been **pre-approved** get priority when an apartment becomes available. If all required documentation is not received, or application is not filled out completely and accurately, it will delay your application approval process.

When an apartment becomes available in your time frame we will notify you. If you wish to **reserve** a particular apartment you must submit the \$750 security deposit (or the \$1000 deposit required in certain instances) to hold the unit. This deposit is **non-refundable** if you choose not to move to the lease signing stage. We require this significant deposit to ensure that we only **hold** units for serious renters. If you sign a lease and **DO NOT** move in **FOR ANY REASON** you forfeit all monies being held by Park Titus Apartments.

(BY SUBMITTING AN APPLICATION YOU AGREE TO THESE TERMS)

Your first month's rent (or any pro-rated rent) is due at or before move-in. Keys will not be provided until all monies are received.

MAKE PARK TITUS APARTMENTS YOUR NEW HOME!