

Application Checklist

Please provide the following items with application:

1. Application Fee $35.00 **NON\_ REFUNDABLE FEE** per applicant/ co signor (Cashier Check, Money Order. One-Time credit card payment)
2. Holding Fee $100.00 once approved applied towards First Month’s Rent (Cashier Check, Money Order, One –time credit card payment)
3. Government Issued Identification (i.e. One form of Government ID)
* Drivers License
* Government or State Non-Driver License
* Passport
1. Copy of Social Security Card, W-2 (Document with name and social security number) Or for Non-Citizens I-20 or Valid Visa
2. Proof Of Income (pay stubs or offer letter from new employer)

**MOVE IN MONEY SUBMITED MUST BE IN CERTIFIED FUNDS ONLY.**

**All Documentation can be emailed, faxed, mailed or hand delivered to our office. Feel free to call with any questions:**

* **Npdf-leasing@altmanco.com**
* **400 S 48th Street**

**Phila, PA 19143**

* **215-476-4016 (fax)**
* **215-476-4787 (o)**