



New Tenant Move In Information

STEP BY STEP TO MOVE INTO YOUR NEW HOME

- * After the lease is signed, application is filled out and earnest deposits are received Metropolitan Real Estate will process your application.
- * Please be aware that your application may take some time to process, so please allow up to 72 hours to process your application.
- * Additional terms may be requested based on your application, rental history employment history or credit score.
- * All signed leases are offers until accepted by the owner. There is no guarantee that the terms that you have agreed to in the lease will be the same terms accepted by the owner.
- * After the application has been accepted and you agree to any counter offers the lease becomes effective and your earnest money will no longer be refunded if you choose not to enter into the agreement.
- * Once you have been approved and you agree to enter into the lease agreement certain steps must be taken to ensure that your move in will go smoothly.

IMPORTANT

* Metropolitan Real Estate will not allow you to move into the property until you have:

- 1. The utilities turned on in your name at the address of the property.**
- 2. A receipt or letter from the utility companies to prove that the water, power and gas are in your name at the address of the property.**
- 3. Paid the first month's rent and any deposits that are due. Payment must be made by Cash, Cashiers Check, or Money Orders. No personal Checks.**
- 4. Furnished Pay stubs, Bank statements, or 1099's that satisfactorily verify income and employment.**
- 5. Furnished a copy of your drivers license or government issued identification.**

* You must schedule an appointment with the leasing Transaction Coordinator to review the terms of your lease. He will address any issues. At that time, Metropolitan Real Estate will take payment, issue your keys and finalize the lease agreement. This process once finalized will be considered a move in regardless of the physical time that you choose to move into the property. You are required to pay rent from the date that you receive the keys.

Please call leasing transaction coordinator to schedule move in
602-912-9000 Ext 812 - (CHRIS KENNEDY)
Fax 602-912-9478

The undersigned acknowledge that Metropolitan Real Estate's leasing procedures have been explained to them, that they have read and understand this document and agree to abide by the terms set forth herein as well as the terms of any lease that they may enter into with Metropolitan Real Estate.

Tenant's name

Signature

Date