

## **Application for CampusSide/Emily Bell Place**

Thank you for your interest in renting at CampusSide/Emily Bell Place. Below are application directions for renting a townhouse. Please read the Rental Responsibilities (below) before applying.

1. There is a **\$40 per person non-refundable application fee**. I only collect this if you wind up signing a lease with us. It will be collected when you pay the security deposit.
2. Please complete an application for each tenant.
3. You can email all of the applications to [kmayhew42@yahoo.com](mailto:kmayhew42@yahoo.com) or drop off the completed applications at the rent drop box located at 58 Corbit Street, Newark, DE 19711. Please include all the applications for everybody in the group.

Questions? Please e-mail: [kmayhew42@yahoo.com](mailto:kmayhew42@yahoo.com)

### **Renting Responsibilities for CampusSide**

1. Rent is due on the 27th of the month. We now process all rent payments through PlacePay.com, there is a \$1.95 processing fee per transaction.
2. If you are a student, a parent/guardian will be required to co-sign the lease. No exceptions.
3. Each tenant will pay a one-time maintenance fee of \$250.00 on June 1. This fee covers snow removal, lawn care and HVAC maintenance.
4. If your group is approved for a unit and you would like to reserve the unit a \$500 non-refundable deposit will hold the unit for 7 days. If the lease is not returned signed in 7 days with the security deposit and application fees, the \$500 is forfeited and I move on to the next group. Until a \$500 deposit is placed, I keep showing the unit.
5. The security deposit **can not** be used for the last month's rent.
6. When you move out, the security deposit check will be mailed to one person, in one check. It will be that person's responsibility to make sure the other parties get their share.
7. Trash Removal: Regular trash removal is included. The site will have dumpsters-pick up days to be determined.
8. You are responsible for all utilities including the water bill. The water bill will come in North Campus LLC's name to your address monthly. Any unpaid water bill will be removed from your security deposit.
9. In the winter, the heat **must be kept on** to prevent pipes from freezing. If you will be leaving for an extended period, you may lower the temperature to 60 degrees.
10. The City of Newark has very strict rules regarding parties and loud noise. If you are convicted for more than one violation, everyone in the house will be evicted. This is a City of Newark law, we have to follow it. Please note: you will still be responsible for the rent if you are evicted until we can find suitable tenants.
11. Each townhouse will get 3 garage parking spaces. Up to 2 additional outside spaces can be rented for \$50/month per space. After the leases have all been signed any remaining spaces will be leased on a first come basis. If you want to be considered for one of these spaces, make sure to let me know during the lease signing.
12. No pets allowed at all.
13. Keep the house clean. We will make occasional inspections of the house to be sure it is clean & in good condition. Money will be deducted from your security deposit for excessive dirt.

**Student Rental Application for CampusSide/Emily Bell Place**

Please print neatly

# of tenants in group: \_\_\_\_\_ # of bedrooms requested: \_\_\_\_\_ Unit requested \_\_\_\_\_

Name: \_\_\_\_\_

E-mail address (School email preferred): \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Graduation Year and Major: \_\_\_\_\_

Current Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Clubs or organizations a member of: \_\_\_\_\_

How did you hear about this complex; \_\_\_\_\_

Do you have a car on campus: Yes or No

If yes, License Plate Number & State Registered: \_\_\_\_\_

Driver's License Number & State: \_\_\_\_\_

Current Landlord or RA: \_\_\_\_\_

Landlord's or RA's Phone Number: \_\_\_\_\_

**Parent Information- Needed as Parent will be required to co-sign lease agreement**

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian's Address: \_\_\_\_\_

Parent/Guardian's Phone Numbers:

Home: \_\_\_\_\_

Work: \_\_\_\_\_

Cell: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Parent's Place of Employment: \_\_\_\_\_

Address of Employer: \_\_\_\_\_

By signing below, I/we give Landlord, Kevin Mayhew permission to check my credit bureau, verify the above information, and contact my employer, current landlord or RA to verify information.

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_