



## Preleasing instructions

1. *Must have a full unit or account for a full unit.*
2. *Complete the two forms in this prelease packet.*
3. *Provide the security deposit equal to one monthly installment.*  
*Submit payments to 333 Old Greenville Hwy Clemson, S.C. 29631*
4. *Provide the administrative fee of \$85.00*

*The two payments are check or money order (only) **check or money orders can be made payable to APM Clemson**. Online options will be available upon moving in.*

*Once your full group has provided fees and forms you will then be on the waiting list for an available unit. All units are on a first come basis.*

*Any questions can be emailed to [info@apmclemson.com](mailto:info@apmclemson.com). Your group's spot will be held in the order in which the full group provides all forms and fees. Always reference your name and location desired when contacting our office.*

*We will sign the lease agreements later in the year when preleasing ends and renewal tenants have all signed.*

*Please do not use a Clemson email address if possible, please use an alternative email address.*

## Pre-lease Reservation Agreement Addendum

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Desired Community: \_\_\_\_\_ # of bedrooms:

Prospective tenant name: \_\_\_\_\_

Roommates: \_\_\_\_\_

Pre-Lease Deposit: **equal to one monthly installment\*** Admin Fee:  
**\$85\*** *\*Separate check/money order*

Given the overwhelming response and limited number of units coming available, we have implemented a first-come, first-served pre-lease policy.

**Pre-Lease Deposit:** The pre-lease deposit secures your position on the waiting list for the above desired community with APM Clemson. The order of the list is strictly based on the order in which we receive deposits. Availability is strictly based on the number of current residents who do not renew their lease agreement; therefore, there are no guarantees. However, the earlier you register and pay your fee, the better chance you will have of securing your desired community for the 2025/2026 lease year. If someone ahead of you drops out, you will automatically move up the list.

**Choice:** The selection order will be based on the order in which we receive your deposit. You will receive notification that a unit is available.

**Forfeiture of Pre-Lease Deposit:** If a unit is offered and rejected, the lease agreement is rejected, and/or a completed parental guarantor agreement is not received within the allotted time, the prospective tenant will forfeit the pre-lease deposit.

**Return of Pre-Lease Deposit:** If it is determined that no units are available for the prospective tenant due to lack of availability, the pre-lease deposit will be returned within thirty (30) days.

**Pre-Lease Reservation Agreement Addendum:** This document becomes a part of the lease and is an addendum to the lease once the pre-lease deposit is converted to the security deposit.

Prospective Tenant \_\_\_\_\_ Date \_\_\_\_\_

Property Manager \_\_\_\_\_ Date \_\_\_\_\_



**STUDENT APPLICATION**

*Print legibly...incomplete or illegible applications will delay the process.*

Date: \_\_\_\_\_ Student: Yes No Fr So Jr Sr How did you hear about APM? \_\_\_\_\_

Community/Address Requested: \_\_\_\_\_ Move-In Month: \_\_\_\_ Year: \_\_\_\_

Co-tenants: 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_

Pet(s): Yes  No  How Many? \_\_\_\_ Type/Breed(s): \_\_\_\_\_ Weight of Pet(s): \_\_\_\_\_ *\*PET ADDENDUM REQUIRED: Tenant MUST request additional forms AND get written approval PRIOR to bringing pet on premises. Max of 2 pets per unit.*

*non-refundable application fee required for processing.*

*\*\*Do NOT use a "Clemson.edu" email address. Communications from APM may get blocked.*

**Applicant Information**

Name (first middle last): \_\_\_\_\_ Email: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Father's Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

*\*If you do not have a guarantor, you must provide pay stubs that show you make 3 times the monthly rent.*

**Job & Income**

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

Phone Number: \_\_\_\_\_ How long have you worked here? \_\_\_\_\_

Position: \_\_\_\_\_ Salary/Pay: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Other Income: \_\_\_\_\_

**Rental History**

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

How long at this address? \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Landlord: \_\_\_\_\_ Landlord Phone: \_\_\_\_\_

By signing, you give APM Clemson permission to check criminal, credit, and rental references.

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

