

Castlebrook

Apartments

860 Franklin Gateway Southeast Marietta, Ga 30062

Email: CastlebrookApartments@MariettaLife.com

Requirements

- **Application ***625+ MINIMUM CREDIT SCORE*****
**If there are multiple applicants, at least one of the applicants must meet the minimum credit score. Applicants 18 or older must fill out an application. Co-applicants cannot have excessive accounts placed for collections or delinquencies on their credit. Co-applicants must also meet our mandatory requirements listed at the bottom of this page.*
- **Money Order \$50** Application Fee **PER APPLICANT** signed and addressed to "Castlebrook Apartments." (This can be combined into one money order: \$100 for 2 applicants, \$150 for 3, etc.)
- **Money Order \$200** Admin Fee signed and addressed to "Castlebrook Apartments."
- Application Fees are **NON-REFUNDABLE**.
- Admin fees are **APPLIED TO ACCOUNT IF APPROVED; NON-REFUNDABLE IF NOT APPROVED**.
- **All rental application documents must be filled out and signed by hand.**

- **Employment Verification**
- If W-2 employee, bring last 3-4 paystubs.
- If 1099 contractor, bring 3 months of bank statements.
- **Monthly Net Income must be within \$500 of 3 times the rent (after taxes).**
- If Co-signing, **monthly net income** must be 5 times the rent cumulative.
- If moving from out of state, applicant must provide income documentation from Georgia or validate remote employment.

- **Rental Verification**
- "Rental Verification Sheet" must be completed by your landlord or Leasing Office and emailed back to CastlebrookApartments@MariettaLife.com
- **First time renters must have a co-signer if credit score is below 625.**

- **Valid Picture ID, Driver's License, or Passport**

- **Deposit**
- Deposit is a minimum of one month's rent but can increase due to deficiencies in application.
- Deposit along with 1st month rent must be paid before move-in date by money order or certified check.

- **Pets**
- Pet Fee is \$300 per pet (NON-REFUNDABLE)
- Only 2 pets allowed per unit.
- No pets over 50 lbs.
- \$20.00 monthly pet rent per pet.

Mandatory Requirements:

***** 625+ MINIMUM CREDIT SCORE *** NO EVICTIONS *** NO BANKRUPTCIES *** NO FELONIES ***
*** NO REPOSSESSIONS *** NO OUTSTANDING BALANCES TO OTHER LANDLORDS OR COMPLEXES
*** IF APPLICANTS HAVE MANY OR SUBSTANTIAL DELINQUENCIES OF COLLECTIONS, MANAGEMENT
HAS THE RIGHT TO DENY APPLICATION AND NOT ACCEPT A CO-SIGNER *****

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Overview

Here is what you need when you turn in an application:

- Fully filled out application for everyone over 18 with initials at the bottom of the pages and signed at the end.
- \$50 money order for every application signed and addressed to "Castlebrook Apartments." (Can be combined into one money order.)
- \$200 money order for the administrative fee signed and addressed to "Castlebrook Apartments."
- If you are a 1099 contractor, provide 3 months' worth of bank statements.
- If you are a W-2 employee, provide 3-4 pay stubs.
- Rental Verification signed by you and given to the landlord/agency to fill out and send to us directly. The rental verification CANNOT be given to us by you.
- A form of ID printed in the packet (Driver's License, Passport, or Picture ID).

Please make sure all boxes are checked BEFORE turning in your application to make the process as quick and smooth as possible, so you don't lose out on your new home!