

UDStudentRentals.com Application Information:

READ CAREFULLY

- ❑ **To Learn More About Our Properties and the General Leasing Process:** Visit our website and review the ‘FAQs for Renting’ and ‘Guide to Off Campus Housing’ on the Available Properties Page. Most properties also have video tours available on their individual page to give you a general feel of the property and to see if it could be a good fit for the group. If you’re interested in the property, the next step is to submit an application packet (prior to touring).
- ❑ **To apply:** Each group must submit an application packet – complete with each individual’s application, copy of their license and unofficial transcript (off UDSIS)
 - Each individual in the group must submit an application in your packet
 - Drop off your group’s application packet in an envelope or folder **TOGETHER**
 - Drop off location (our office): 175 South Main Street Newark, DE 19711
- ❑ **Application Fee:** \$50.00 per person. This is not due until your lease signing. There is no fee to simply apply to the unit. **Do not** include your application fee with your initial application submission.
- ❑ **Once Accepted:** if accepted, your group will receive an email with the next steps to move forward with the unit. In that email, there will be information specifically on the following:
 - **Touring:** Tours are scheduled Monday through Friday, 10 AM to 4 PM. All tenants must be present at the tour for the group. Out of respect for our current tenants, **we do not tour on the weekends**. Determine your group’s availability now to be able to quickly schedule your tour once accepted.
 - **Lease Copy:** A blank lease copy will be provided with the acceptance email. This is our lease. The only changes would be adding in your names, the date you sign and your specific rental address.
 - **Lease Signing:** Your group’s acceptance offer is valid for 4 business days. If you do not sign a lease within 4 business days, your group’s offer may expire. **An acceptance offer does not guarantee you the unit** – regardless of the 4 day acceptance offer window.
- ❑ **What Is Needed at Lease Signing:** Time is of the essence. Be advised that the following is required at lease signing:
 - **Full deposit** (in one **check** from one person). The payee and amount for this will be specified in your acceptance offer email. We do not and cannot accept electronic payments for the security deposit.
 - **All Guarantor Forms (complete with notarization) for each individual in your group.** If each person does not have a notarized guarantor form at signing, you will not be able to sign the lease. Every person is required to have a Guarantor.
 - **\$50 Application Fee Per Person** (cash or check made payable to the Landlord specified in your acceptance offer and lease)
- ❑ **Important Points of Clarification**
 - **Management reserves the right to disregard any incomplete applications and/or groups of applicants** (for example if the guarantor portion of the application is not fully filled out, information is missing, missing applications for people within the group, falsified information, missing supporting documents such as a copy of license, etc.)
 - **We do not hold or reserve any rental property for any reason.** You cannot simply throw down a deposit to hold a unit.
 - Management reserves the right to sign a lease with whomever they choose, regardless of a prospective group’s interest, time of application, relationship to current tenants, etc. Simply submitting an application does not guarantee approval or a unit.
 - We will continue to show the unit and accept applications until we have a signed lease for a specific unit.
 - **An acceptance offer does not guarantee you the unit. Dozens of groups are accepted daily.**
 - Tenants are expected to read the lease prior to scheduling a lease signing appointment and certainly before coming to the appointment itself. You are responsible for ensuring your own understanding of the lease contract.
 - Lease signings take approximately 45 minutes assuming you are an organized and prepared group
 - **General Lease Terms:** All leases run from June 10, 2027 through May 28, 2028 unless otherwise stated. Units do not come furnished and utilities are not included. All leases are joint, GROUP leases. No animals or pets permitted.
 - **Have One Point of Contact for your Group:** If you consolidate your entire group’s questions into one email and/or have one person contacting us on your group’s behalf, it helps streamline communications and limit repetitive questions, allowing us to answer more efficiently. **Once/if accepted, all communication should be channeled through the Acceptance Offer Email.**
- ❑ **Contacting Us:** Email is Our Primary Form of Communication.
 - Email us at UDStudentrentals.com – please allow 1-2 business days for a response.
 - **To see our available units for 2027-2028 term:** visit our website at www.udstudentrentals.com
 - **To submit your applications:** drop them off in the mail slot in the front door at our office at 175 South Main Street
 - **To schedule a tour:** reply to your acceptance offer email with 2-3 available days and times everyone is available. We will then confirm your tour and meeting location.

Application for Rental Unit(s) for the 2027-2028 term | www.UDstudentrentals.com

To be considered, every individual within your group must submit an application and include the following items:

- ☐ a **copy of each applicant's driver's license** and
- ☐ a **copy of each applicant's unofficial transcript(s) from the internet** (off UDSIS)

Your group's application is **considered as a whole**. The application packet and all required documents must be submitted in a sealed envelope or a folder as a group to 175 South Main Street Newark, DE 19711

Application Fee: There is no fee to simply apply for a unit. However, there is a **non-refundable \$50.00 application fee per person** due at your lease signing appointment.

If applicant and/or Guarantor does not want to give their social security number, a copy of their driver's license is required.

If an applicant is a freshman, proof of enrollment (such as a copy of class schedule) will suffice. Or if applicant is a transfer student, transcripts from their previous college/university will be satisfactory.

Our Policies: All rents are paid **quarterly**, no overcrowding, and **each individual is required to have a Guarantor**. All units have a strict **no animal policy**. All leases are **group** leases, with all signing together as one collective Tenant.

All applications containing incomplete, incorrect, or false information will be rejected or deferred at Management's discretion.

Tenant Application: Please print **LEGIBLY**. *If we cannot read your writing, your application cannot be processed.*

Rental Unit(s) or Complex(es) Requested _____

Applicant Name _____ Age: _____ Date of Applying: _____

Anticipated Graduation Year: 2028 _____ 2029 _____ 2030 _____ Grad Student _____ Not Enrolled _____

SS# _____ Cell Phone #: _____

Email Address (udel.edu email preferred) _____

Current Major _____ CUM GPA _____

Currently living at/in: ☐ DORM ☐ RENTAL PROPERTY ☐ HOME / WITH PARENTS ☐ OTHER

Current Address: _____

Current Rental Rate : \$ _____ total per month with \$ _____ per month being your portion

Reason for leaving this location: _____

Current Landlord/ R.A. _____ Landlord/RA's Phone Number _____

What are the names of the other applicants in your group? _____

Have you already been inside this unit before? ☐ YES ☐ NO Are you a first time renter? ☐ YES ☐ NO

Why do you want to live at this property? _____

☐ Location ☐ Amenities ☐ Overall Layout/Room Size ☐ Financial Reasons/Cost of Rent ☐ Parking ☐ Availability

Do you plan to have a car with you? ☐ YES ☐ NO How long do you intend to live here? _____

Do you understand that (1) Rent is paid quarterly (4x per term) (2) Each individual is required to have a Guarantor (3) All leases are **group leases** and (4) All units have a **strict no animal policy** ☐ Yes, I understand ☐ No, I did not read above

Have you applied to live with us previously? ☐ NO ☐ YES (When/Where) _____

Are you a member of a fraternity/sorority/sports team? ☐ NO ☐ Yes (Specify) _____

Have you been arrested before? ☐ NO ☐ YES (Date/Details) _____

Do you work part time? ☐ NO ☐ Yes - at _____

Do you have any accommodations, needs or special requests we should know about? (ie: asthma, severe allergies, ADA access, service animals, etc.) ☐ NO ☐ Yes (Specify) _____

How long have you known the other applicants in your group? _____

Is there anything else we should know or consider when reviewing your application? _____

How did you hear about us (circle all that apply)? Our Website Google Previous Tenants Friends Bike Signs
Signs/Flyers around Campus Instagram Facebook Yard Signs Places4Students UCribs Other

Guarantor Information: This is **REQUIRED** as part of the application. Tenant may complete this information on behalf of their Guarantor. However, any incomplete, inaccurate or false information may affect your group's application.

Guarantors are strictly for financial support to the lease obligations. As a Guarantor, said person is agreeing to pay any rent or financial obligation to the lease in the event the Tenant fails to do so. At or before the lease signing, each Tenant is required to have an additional guarantor form, notarized with Guarantor's signature. That form is provided with the accepted email, should a group be accepted and move forward with a signing.

Name _____ Cell #: _____

SS# _____ Relationship to Applicant _____

Drivers License (State and License Number) _____ Date of Birth: _____

Present Address _____
Street city state zip

Email Address _____

Employment Status: ☐ Employed Full-Time ☐ Employed Part-Time ☐ Retired ☐ Unemployed ☐ Other

Employed By _____ Position _____

Employer's Address _____
street city state zip

Annual Income _____ Date Employed _____

Name of Supervisor _____ Phone _____

If there are other sources of income that you would like considered, please list the income source, amount and person (banker, employee, etc.) whom we would contact for further verification and confirmation: _____

PERMISSION AND CERTIFICATION: Applicant and Guarantor hereby give Landlord permission to contact any of the above mentioned persons or companies including employers, landlords, banks, creditors and friends for the sole purpose of verifying or exchanging the information given. All information contained in this application is accurate and true – and complete to the best of applicant's ability. Applicant understands that if any corresponding documents or information is incomplete, missing, falsified or inaccurate, this application – and the groups' application in its entirety – may be deferred or held, may not be considered at all, and/or may be outright denied.

Applicant (Prospective Tenant) Signature

Date