

Dear Prospective Residents:

Any documents pertaining to your household will be needed for your interview process.

A non-refundable fee of \$25 for each adult member listed on the application will be charged to process the application. If you submit your application online, you can pay the application fee online via ACH or credit/debit card.*

If you submit a paper application, the application fee can be paid in the form of a certified check or money order made payable to Brent Place. Cash cannot be accepted. Please thoroughly review and sign the Resident Selection Criteria attached to this application.

Income Information

Please provide all income items that apply for each household member.

- Original social security cards, birth certificates, and/or proof of legal U.S. status
- Photo ID for anyone ages 18 and over
- Current Social Security Award Letter
- Current Pension/Annuity Statement
- Current Pay Stubs (Two most recent & consecutive)
- Current Alimony/ Child support Information (You may provide a printout of recent payments from the agency/portal)
- Last year's Tax Returns (or 1099 for Self Employed/Business Owner including Lyft, Doordash, Uber or other Rideshare operators)
- Any Sources of Income not listed above

Pet & Service Animal Information

If you are bringing a service animal or pet that meets the guidelines, you will need to register your animal with our Pet screening service vendor prior to move in. There is a non-refundable \$300 fee required at move in. Applicants will be required to upload a photo and vaccination records of all animals to the software.

**Online payments made with a credit card will incur a non-refundable 2.5% convenience fee. Debit cards will incur a non-refundable fee of \$3.95.*

Thank you. We appreciate your cooperation!