

EASTWOOD SHORES 4

CHECKLIST FOR LEASING UNITS

Use this list to help you with the task of submitting completed paperwork for leasing a unit in EWS 4. **Please do not submit this with your papers.** Make sure you have all of the documents below completed when submitting your paperwork. This will speed up the process.

Thank You!

INITIAL YOU HAVE READ AND RECIEVED

- _____ EWS 4 RULES & REGULATIONS
- _____ SIGNATURE RECEIPT OF R&R'S
- _____ COPY OF BACKGROUND/CREDIT REPORT
- _____ RENTAL APPLICATION
- _____ SIGNED COPY OF LEASE
- _____ SIGNED COPY OF CRIME FREE ADDEMDUM
- _____ SIGNED COPY OF BOD APPROVAL OF OCCUPANCY

NOTE: No Occupancy will be accepted/approved without all of the above requirements submitted to EWS # 4Board of Directors.