

Application Process

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Thank you for applying to rent with us!

Typically, once we receive a completed application, we do not accept any others during the 3 days allotted for the processing of each application. However, we may accept more than one application on an apartment, and generally do so if the applicant has not been timely in completing their responsibilities, providing required paperwork or responding in a timely manner. It is important to fulfill all requirements and complete all required tasks as soon as possible. All application fees are non-refundable.

If an application is incomplete when turned in (such as no co-signer when one is obviously needed based on our screening criteria), it will not be processed until all facets of the application are fulfilled.

If your application is approved, you should expect to be required to sign a lease and pay the security deposit within 1 business day of approval in order to secure the apartment. First month's rent, one-time \$100 Administrative Fee and any additional deposits required (such as pet fees or last month's rent, if required) will be due prior to move in.

Once we receive your completed application, we will begin processing it. This includes running a credit & background check, contacting your previous landlords and verifying all relevant information provided on your application. After all information is received, it will be reviewed and a decision will be made.

FAQs

I don't have any credit history and I have a co-signer. Why do I need to complete the credit & background checks?

Regardless of a lack of credit history, we review all of our potential tenants for any criminal history out of concern for safety of our current and future tenants. We also have to verify credit scores through trusted agencies.

What if I'm self-employed and don't have pay stubs?

In the event you don't have pay stubs and a W-2, we'd require your **two** most recent Tax Returns and Bank Statements for the past 3 months. These cases will be reviewed on an individualized basis and may result in the need for a cosigner.

What happens after I'm approved?

We will contact you and give you the opportunity to sign a lease and pay your security deposit. Be prepared to complete a lease signing and security deposit payment within 1 business day of approval. Please keep in mind that an apartment is not guaranteed to you until you have signed a lease agreement.

I am cosigning for my child, who has a roommate. Am I only cosigning for his or her portion of the rent?

No. All signers and guarantors on a lease are each equally and severally liable for the lease—that includes the total rent. Westview does not accept split payments nor will we assist in splitting rents amongst roommates; one payment for the full amount of rent is due and payable by the 1st of the month.