

**HOLDING DEPOSIT RECEIPT**

**Move-In Date:** \_\_\_\_\_

Applicant's name: \_\_\_\_\_ Phone: \_\_\_\_\_

Current address: \_\_\_\_\_

The applicant agrees to rent housing accommodations located at: \_\_\_\_\_  
\_\_\_\_\_ on a \_\_\_ month-to-month basis or \_\_\_ for a period of \_\_\_\_\_ months.

The applicant also posts a holding deposit for the accommodations in the amount of \$\_\_\_\_\_. This holding deposit shall be applied toward the tenant's \_\_\_ security deposit or \_\_\_ rent when the Rental Agreement is signed.

In the event the application for residency is not approved or accepted, or if the residence is not ready for occupancy, the deposit will be returned to the applicant. If the applicant fails to sign the Rental Agreement, fails to provide additional funds required for occupancy, or does not take occupancy on the scheduled move-in date, \$\_\_\_\_\_ of this holding deposit will not be refunded to the applicant and will be retained by the owner/manager.

By signing below, applicant acknowledges receipt of a copy of this receipt.

**SCREENING DISCLOSURE**

- Disclosure.** The owner intends to investigate the information that you have set forth on your application. This may include obtaining a credit report or other report from a credit bureau or a tenant screening service confirming information that you have set forth in your application. The landlord may also contact prior landlords, employers, financial institutions and personal references.
- Screening Fees.** Before the owner will conduct this review of your application, you must pay a tenant screening fee. The owner/manager charges a fee of \$\_\_\_\_\_. The owner/manager acknowledges receipt of this fee. This fee represents payment for costs incurred by the landlord to screen your application. The owner's costs may include costs incurred for a credit report or other screening report, long-distance phone calls, and for time spent calling landlords, employers, financial institutions and personal references.
- Applicant's Rights.** You have a right to dispute the accuracy of the information provided by the tenant screening service, credit bureau, or the entities listed on your application who will be contacted for information about you. However, the landlord is forbidden by law from giving you certain information about your credit report, and this may be obtained from the credit bureau or tenant screening agency named below.

4. **Tenant Screening Service.** The tenant screening service or credit bureau used by owner, if any, is:  
 Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 City, State, ZIP: \_\_\_\_\_

5. **Copy Received.** By signing below, applicant acknowledges receipt of a copy of this notice.

Applicant _____	Date _____
Applicant _____	Date _____
Owner _____	Date _____
Manager _____	Date _____