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(814) 238-4911 | [www.apartmentstore.com](http://www.apartmentstore.com)

## HOW TO GET ON THE WAITLIST FOR FALL 2025-2026

Thank you for visiting The Apartment Store! We will begin accepting applications and security deposits for our 2025-2026 waitlist immediately. If you are interested in securing an apartment in a specific building or a specific type of unit, please read the following instructions thoroughly. Feel free to call our office with any questions!

### HOW IT WORKS

Current resident guests have until October 4th, 2024, to renew their current leases. Apartments that are not renewed will be assigned to applicants on the waitlist. Current resident guests who wish to transfer from one property to another will receive first priority. Then, assignments will be made in the order in which applications and security deposits were received and approved. All assignments will be assessed individually, assigning each applicant's first choice that is available. **IF YOU ARE ASSIGNED TO ONE OF YOUR APARTMENT CHOICES, YOU ARE OBLIGATED TO SIGN A LEASE FOR THE ENTIRE LEASE TERM. IF WE CANNOT ASSIGN YOU TO ANY OF YOUR APARTMENT CHOICES, YOU WILL BE RELEASED FROM YOUR APPLICATION AND WILL RECEIVE YOUR SECURITY DEPOSIT BACK IN FULL.**

### WHAT YOU NEED TO DO

- 1. CREDIT APPLICATION/ WAITLIST DISCLAIMER AGREEMENT:** Submit one credit application per person intending on living in the apartment, along with a Rental Waitlist Agreement signed by all applicants.
- 2. APARTMENT CHOICES:** When you submit the Rental Application and Waitlist Disclaimer, you must provide a list of the types of apartments or specific buildings in which you are interested. Your list may be up to 3 apartment choices, but you cannot change your choices once submitted. **BE SURE TO ONLY LIST APARTMENTS THAT YOU WILL BE HAPPY LIVING IN, BECAUSE ONCE YOU ARE ASSIGNED AN APARTMENT, YOU ARE OBLIGATED TO THE LEASE TERMS.**
- 3. SECURITY DEPOSIT & APPLICATION FEE:** In addition to the paperwork mentioned above, applicants must submit a full security deposit equal to one month's rent of the first apartment choice, plus a \$55 per person application fee. This can be paid by check, money order or online with a credit card. All security deposits and application fees will be deposited **immediately**. If you are assigned an apartment other than your first choice, any difference in security deposit must be paid in full immediately. If we cannot assign you to an apartment that matches one of your choices, you will receive your security deposit and application fee back in full.

All remaining apartments will be available for showings and leasing beginning October 7th, 2024. All showings will be by appointment only and will be in-person or virtual.

## FREQUENTLY ASKED QUESTIONS

- 1. When should I submit my application and security deposit?** DO NOT submit an application and security deposit until you are 100% certain that you want to live in one of your apartment choices. Once submitted, you are obligated to stay on the Waitlist and accept the lease terms for your assigned apartment choice without having the opportunity to see the apartment.
- 2. How many apartment choices can I list when I apply?** You can list up to 3 apartments, but make sure that you will be just as happy living in your last choice as your first choice. Remember, if you are offered one of your choices, you are obligated to sign the lease without seeing the apartment first.
- 3. Do all of my roommates have to come to the office to get on the Waitlist?** As long as you have a completed Credit Application, signed Waitlist Disclaimer Form and \$55 application fee from each applicant, along with a full security deposit, all roommates do not have to be approved for the wait list.
- 4. When can I see my assigned apartment?** Waitlist applicants who receive an apartment assignment are obligated to sign the lease without seeing the apartment first. Since many of our resident guests just moved into their apartments in August, we feel it is too early to show their apartments before our leasing season begins on October 14th, 2024. Showings will be done by appointment only Monday-Friday between 9:00am and 4:00pm. Once you have been assigned an apartment, please call the office to schedule an appointment that works best for all roommates.
- 5. When will I know if I've been assigned to one of my apartment choices?** We will notify all applicants on the Waitlist by the end of business day on Monday, October 7th, 2024.

**MAKE AN INFORMED DECISION!** Please read all necessary paperwork thoroughly and discuss your choice with your parents first. **WE DO REQUIRE COSIGNERS FOR ALL OF OUR UNDERGRADUATE APARTMENTS.** Cosigner signatures are not required to stay on the Waitlist; however, cosigners will be required to fill out a financial form documenting their Social Security numbers once you are assigned an apartment.

If you have any questions about our leasing process or any of our properties or apartments, please call The Apartment Store at (814) 238-4911 or visit us online at [www.apartmentstore.com](http://www.apartmentstore.com).



## RENTAL WAITLIST AGREEMENT

The undersigned (Residents) wish to be placed on the Waitlist for an apartment as defined in the attached Apartment Choices Form. The Apartment Store (Landlord) wishes to place Resident on the Waitlist. With intent to be legally bound, Resident and Landlord agree to the following:

1. Before being placed on the Waitlist, Resident(s) will submit \$ \_\_\_\_\_ as a security deposit that allows the Residents to be placed on a binding Waitlist for the apartment(s) listed on the attached Apartment Choices Form. This deposit will be cashed by the Landlord immediately. Once apartment choices are submitted, they cannot be modified in any way. The Residents can give Landlord up to 3 choices of apartment and/or building preferences. The security deposit is equal to one month's rent of the first choice of apartment. If Residents are assigned to an apartment other than the first choice and there is a difference in security deposit, then that difference will need to be paid immediately. Likewise, any overage will be returned in check form to the Residents.
2. Residents understand that the submitted security deposit is based on 2024-2025 rental rates and may increase 3-8%. Once the new rates for 2025-2026 are approved, Residents will be notified of any changes.
3. Residents understand that they are signing a binding contract to lease the apartment sight unseen and agree to The Apartment Store assigning a specific unit.
4. If The Apartment Store is unable to assign Residents to any of their apartment choices, the security deposit will be returned in full within 30 days. Residents will be notified of all assignments no later than October 7th, 2024.
5. Residents acknowledge that they have received a sample blank copy of the lease that both Residents and their Cosigners will be required to sign if any of their apartment choices are available and assigned.
6. Residents understand that there are minor differences between apartments of the same type layout and that The Apartment Store may assign a unit to Residents that Residents have never seen.
7. The only way Residents will be released from their obligation to sign a lease and receive their security deposit back in full is if there are no available apartments that match any of Residents' 3 apartment choices.

Intending to be legally bound, Landlord and Resident(s) have executed this agreement below:

Date: \_\_\_\_\_

Landlord: \_\_\_\_\_

Resident(s): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RENTAL WAITLIST APARTMENT CHOICES:

BUILDING

APARTMENT TYPE

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

SAMPLE