

REQUIRED APPLICATION DOCUMENTS

- Completed Rental Application
- If W2 employee - 2 months pay-stubs **OR**
If self employed - 6 months bank statements and/or 2 years tax returns
- Copy of Drivers License or ID card
- Payment of \$30 per applicant over the age of 18 on date of application. Money orders, personal checks, or credit cards accepted. Please NO CASH. Make all checks payable to Coldwell Banker Gold Key Realty Inc.

Other forms found in the rental packet (if needed):

- **Rental Application** (one application required for each person 18 or older)
- **Credit Card Authorization Form** (when paying application fees by credit card)
- **Tenant Holding Deposit Agreement** (used to put a holding deposit on a rental)
- **Consent for Release of Information** (fill out two, one for employer and one for landlord)

You are welcome to scan and email the above documents to the email below or fax them to our fax number listed below.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT US AT

applying@cbgkr.com

Phone: 435-755-3010

Fax: 435-755-3009