



What Do I Need to Lease an Apartment?

- Please review the rental forms on our website:
<http://www.rousemgmt.com/listings/college-park-springbrook-row/>
- Sign the lease paperwork.
- Pay ½ a month (Aug. 15th-31st) rent in the form of 1 check or by Electronic Rent Withdrawal Form (ACH).

What's Due & When?

February 1st

- The security deposit (equal to 1 month of rent) - this is money you get back minus any cleaning charges or damages when you move out
- Co-signer Guaranty Forms – Each person must have who they consider to be their guardian fill out a guaranty form.
- ACH Forms (automatic rent withdrawal) – each person must submit one
- Madison Gas & Electric Form(MG&E) select 1 person
- Monthly Rent Breakdown Forms – one submitted per apartment including all roommates on 1 form.

August 1st

- Furniture Request Forms – one submitted per apartment