



Application Requirements

- **Complete and Sign Application**
- **Application Fee:** **A non-refundable application fee of \$50.00 per prospective resident (18 or older).***
- **Decorator Fee:** *The decorator fee is equal to one month's rent. This fee along with your application fee will hold the apartment. **The decorator fee is non-refundable unless your application is declined.****

***The above fees must be made with two (2) separate checks or credit/debit card payments.**

Approval Criteria

- Positive credit history (minimum 600+ credit score required for all applicants)
- Positive rental history/property ownership history.
- Debt to income percentage must be 40% or less.
- Verifiable employment and/or monthly income.
- The lease must be signed and move in occur within 30 days of your approved application.
- The lease start date will be the 1st day of the month following your move in date.

Required Forms of Employment Verification/Proof of Income

- Two most recent pay stubs and your prior year's W-2 (s).
- Social Security/Pension: A copy of your social security benefits letter, tax return and/or prior year 1099.

After Approval

- All utilities must be transferred into your name prior to your scheduled move in date or keys will not be issued.
UGI – 1-800-276-2722 **MET-ED – 610-929-3601**
- Tenant is required to obtain liability insurance with a minimum of \$300,000 general liability coverage.
- Flying Hills Apartment Company should be listed as an "additional insured". A copy of the policy/declaration page must be submitted on/or before lease signing.

10 Village Center Drive, Reading, Pennsylvania 19607

Telephone 610-775-3351 Fax 610-775-4410

www.flyinghills.com