



Thank you for your interest in Westside Village Apartments. Westside Village offers a variety of housing options to choose from and one that we hope you will soon call home! Listed below is some important information about leasing an apartment with Westside Village.

Leasing will begin on October 11, 2016. All leases will be signed on a first come first serve basis. We will be doing open showings of any available apartment on this day between the hours of 10:00am – 4:30pm. We will have open showings throughout the week during these hours. Starting October 17th you will need to schedule an appointment 24 hours in advance to see any open apartments because all of our homes are currently occupied. On this day you can sign a lease on anything that is available as long as the following criteria is met.

1. **APPLICATION** – Anyone who will be signing a lease will need to fill out an application. A copy of the application is on our website or you can come to the office to pick one up. Our office is located at 623 W. College Ave. R#8. The office is located in the back of the building. Please have your applications filled out prior to lease signing.
2. **SECURITY DEPOSIT** – You will need a check for the security deposit. The security deposit is equal to 1 months rent. The security deposit can be paid using multiple checks, the total just must equal 1 months rent.
3. **APPLICATION FEE** – You will need a check for \$45 for the application fee.
4. **PHOTO ID** – You will need a copy of your drivers license, student ID or passport at the time of lease signing.

Although it is not an ideal situation, not everyone needs to be present to sign a lease. If there are roommates that need to come at a later time, please bring all the completed applications along with application fees. This will help lease signing go faster.

If you have any questions about leasing you can contact us at 814-234-1707, leasing@rentwestsidevillage.com or you can chat with one of our knowledgeable leasing agents on our website. We look forward to meeting you!

