

PREMIUM PROPERTIES

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PROPERTY MANAGEMENT ♦ LEASING
BROKERAGE ♦ INVESTMENTS
REAL ESTATE DEVELOPMENT

THE PREMIUM PROPERTIES WAITING LIST

The Berkeley/Oakland rental market has always been extremely challenging for renters. Premium Properties gives prospective residents the opportunity to get ahead of the competition by giving them the option to enter our Premium Properties Waiting List. Once pre-approved and on the waiting list, these residents will be given priority access to our Premium housing. The process is as follows:

1. Go to www.premiumpd.com/communities.php and view all properties managed by Premium Properties to see if there are properties that are of interest. Keep in mind, you will also have access to many other units which are managed directly by owner but leased by Premium Properties.
2. Review our Screening Policy & download our forms at www.premiumpd.com/linkpage.php.
3. Submit to our office all completed Rental Applications (one per resident) and any needed Cosigner Applications, all required processing fees, along with a \$250 holding deposit.
4. Once the applications are approved, this form will be returned and stamped **Approved** along with the appropriate Waiting List **Number**. Numbers are assigned in order of approval.
5. Check our website periodically at www.premiumpd.com/listings.php?type=rent to view current availability and our open house schedule. After visiting a unit, applicants can secure it by presenting this certificate to the leasing agent. Note that the terms section must be completed signed by at least one person.
6. Pre-Approved Wait List Applicants will receive priority over anyone who has submitted an application during the previous business day. Those with a lower number on the waiting list will receive priority over those with a higher number. If your application is selected, a lease must be executed within 2 business days, otherwise the holding deposit will be forfeited and the unit will go back on the market.
7. Applicants may be taken off the Waiting List and have their holding deposit returned at any time by providing Premium Properties with a written request. **All screening fees are non-refundable.**

Initial: _____

Wait List Certificate #: _____

Approval Date: _____

Applicants (Names): _____
recognize that by signing below that they are agreeing to rent the unit at the terms indicated. In the event, the application is accepted, Applicant agrees to execute a lease and provide the remaining move-in funds within 2 business days of being notified of such an acceptance. If applicant does not sign a lease provide the funds within the prescribed period, the holding deposit will be forfeited as liquidated damages for holding the rental off the market and/or subsequent marketing costs to re-rent it.

Terms Offered: _____ Address: _____

Monthly Rent: _____ Deposit: _____ Move-In Date: _____

Utilities Paid: _____ Parking: _____ Lease Term: _____

Pets Accepted: _____ Additional: _____

Signature: _____ Date: _____

Signature: _____ Date: _____