



**Notice to
Add a Tenant**

Please be advised that the undersigned(s) intend to ADD a tenant from the rental agreement at:

Address _____

City - State _____ Zip _____

APPLICANT TO BE ADDED (An application must be filled out and provided to our office)

Tenant's Name _____

Tenant's signature _____ Date _____

Current tenants/co-signer(s) (all people on rental agreement must sign)

Tenant's Name _____

Tenant's signature _____ Date _____

Tenant's Name _____

Tenant's signature _____ Date _____

Co-signer's Name _____

Co-signer's signature _____ Date _____

Please be advised that this form is only intended to add a person to the rental agreement and does not guarantee the applicant will be added. Adding a tenant to the rental agreement is subject to our approval. Tenant is not permitted to move into the apartment until approved by our office.

Management hereby acknowledges receipt of this notice on: