

**PROPERTY HOLD FORM**

I am requesting that unit # \_\_\_\_\_, located at \_\_\_\_\_ be held until \_\_\_\_\_ (Date & Time).

I understand that a holding fee in the amount of \$ \_\_\_\_\_ **CASH** is required to place this property on hold.

This is a hold for consideration at said property for the lease term of (Start Date) \_\_\_\_\_ through \_\_\_\_\_ (End Date) for \$ \_\_\_\_\_ per month (+ **UTILITIES**).

**I hereby waive all rights to return of said holding fee and said fee shall be retained as liquidated damages in the event I do not choose to enter into the agreement applied herein.**

I understand that even though I am putting this property on hold, I do not have the exclusive right to lease it. All applicants will be assessed and the most qualified applicant will be accepted. Applicant understands that this property may be put on hold by multiple parties.

**Upon the lease being fully executed, receipt of the security deposit in full and receipt of ALL parental Guarantees, the designated holding fee will be returned to applicant. Parental Guarantees will be sent at our earliest availability after is lease is signed and are due back within five business days of receipt.**

**HOLDING FEE WILL NOT BE RETURNED UNTIL PARENTAL GUARANTEES ARE RETURNED.**

In the event that an application for tenancy is declined, the holding fee will be refunded or transferred to another property of the applicant's choice.

If the applicant is unemployed or a student receiving financial assistance from a parent or guardian, Four Star Realty will require a signed and notarized Lease Guarantee Agreement from a parent or guardian.

In the event applicant(s) bounce a check at lease signing for the security deposit, applicant(s) will be charged a \$100.00 penalty fee and Four Star will only accept certified funds for the term of the lease.

\_\_\_\_\_  
(APPLICANT Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(AGENT Signature)

\_\_\_\_\_  
(Date)



FOR OFFICE USE ONLY

Hold Fee Returned: Yes/No

Date: \_\_\_\_\_

(Tenant Signature): \_\_\_\_\_

Fee Returned

By: \_\_\_\_\_

Print Name: \_\_\_\_\_