



Property Works!™

Holding Fee Receipt

Please Fully Complete This Form and Mail or Bring to Office with Your Payment

PO Box 1298 Goodlettsville, TN 37070 - (office) 615-859-3741 (fax) 859-3109 (cell) 500-3741

Property Manager: David Schmanski 615-500-3741

Applicant's Name: _____ Move-In

Date: _____

Phone: _____ Cell: _____ Email: _____

Previous Address: _____

The applicant agrees to rent housing accommodations located at: _____, TN for a period of: 1 year ____ 18 months ____ (choose one)

To hold a residence in your name during the application process, the applicant agrees to post a Holding Fee for the accommodations in the amount of: \$500.00. (Five Hundred Dollars), plus \$40.00 application fee per adult. **Said Holding Fee shall be applied toward the tenant's security deposit when the rental agreement is signed.** Total security deposit balance required is \$_____. Length of lease and/or credit scores may affect total deposit required.

In the event the application for residency is not approved or accepted by Property Works, or if the residence is not ready for occupancy on or about Month_____ Day_____, 20____, ***the Holding Fee will be returned to the applicant.***

PLEASE NOTE: We are requiring the current residents to vacate this property and/or turning way other qualified applicants. Should you fail to sign the rental agreement, fail to provide the additional funds required for occupancy, or fail to take occupancy on or before the available move-in date, regardless of the reason, or provide fraudulent information on your application, ***the Holding Fee will be forfeited.***

By signing below, the applicant agrees with and acknowledges receipt of this notice.

Date: Month_____ Day_____, 20____

Deposit Received: Check _____ Cash _____ Cashier's Check _____

Signature of Property Manager:

David Schmanski

Signature of Applicant:
