



Application Guidelines

Submitting an Application

- ❖ Complete the full application-package (application, employment & landlord verification forms, and Tenant Bill of Rights) and attach two current pay-stubs if available.
 - Self-employed applicants should include their two most recent 1040 tax returns
 - Applicants receiving living-expenses stipend must include stipend documentation.
- ❖ All applications require \$50 application-fee (cash, certified checks or money orders only) and all adults over eighteen years old must apply.
- ❖ All applications brought to the office, need to be ether signed in front of a FAS employee or have the signature notarized. Please email remotely submitted applications to Rent@fasmgmt.com.

Application Process

- ❖ Credit history evaluation.
- ❖ Lease-holders must collectively gross at least twice the monthly rent (steady income).
- ❖ Landlord references required if applicable.
- ❖ Landlord/Tenant court case search evaluation.

Once Approved

- ❖ Holding the property until move-in requires first-month's-rent deposit submitted within two business days after approval.
 - Certified checks or money-orders required.

Lease-Signing

Please bring:

- ❖ Government-issued photo-ID.
- ❖ Certified funds totaling full funds due (security-deposit, move-in fee, any pet-fees due, etc.).

Office Address:
730 24th St., NW, Suite 19
Washington, DC 20037

Contact Us:
RENT@FASMGMT.COM
P: (202) 337-5080
F: (202) 337-0038

Office Hours:
Monday-Friday
8:30 am–4:30 pm