



10255 42<sup>nd</sup> Ave  
Allendale, MI 49401  
(616) 895-6678

# Full Deposit Leasing & Administrative/Activity Fee Requirement

Property: «Property\_Name»  
Unit: «Floor\_Plan\_Name» «unit\_number»

**I Resident Name understand that by signing this lease I am entering into an agreement to pay all charges, fees and rent due under the lease for the full rental term.**

Lease Term Beginning:   /  /   201   Ending:   /  /   201   (at noon)  
Number of Payments: «lease length months» Monthly Rent Payments of: \$«base rent»  
Total Lease Term: **\$Lease Total \$**

Fees: Activity Fee \$350 (2018-2019) - Minimum Required Security Deposit \$300  
Activity Fee is non-refundable/non-transferrable - Security Deposit refunded within 30 days of move out when applicable

I Resident Name understand that Campus View will hold the unit for which I have paid a partial administrative/activity fee (the “Fees”) until   /  /   201   (the “Due Date”). Upon this date, I understand that the remaining balance of Fees and Deposit is due.

After the Due Date, if the remaining balance of the Fees and Deposit is not PAID IN FULL, I hereby authorize Campus View to attempt re-letting the unit on my behalf. Until the unit is re-let, I am not absolved of my responsibility to the lease agreement.

**I understand that when the unit is re-let I forfeit all fees paid and or due, and there will be a \$300 lease change fee charged against the deposit.**

### Applicant Information:

Name: Resident Name  
Date of Birth:   /  /   201    
Email: Resident Email

Unit #: Unit Number  
Floor Plan: Floor Plan  
Contact Phone: Phone Number

### Leasing Fee’s Requirement

Activity/Administrative Fee: \$350.00 Due Date:   /  /   201    
Total Security Deposit: \$350.00 Total Balance Due: \$550.00

### Payment Information:

Amount Paid: \$100.00 Date:   /  /   201    
Payment Type: Check, Cash, eCheck, Visa, MasterCard or Discover Card

**Remaining Balance Fee’s & Security Deposit: Due Date:    /    / 201**

**Remaning Balance Due: \$550.00**

SAMPLE