



INSTRUCTONS TO APPLY

Thank you for your interest in one of our units! Please carefully read the following instructions on applying to rent a unit.

- **Fill out the Rental Application** : Visit our website at www.byrdpalmer.com. Along the top, there are several tabs. Click on "Available Properties". Scroll down to the Unit you are interested in and click on the listing. When the listing window opens, there will be an orange "APPLY NOW" flag. Click on the link and fill out the application **completely**. Please be sure to include all information requested, including Vehicles, References, Pets, and Residency History. *Any blank portions will delay your application.*
- **Please provide the following FOR EACH APPLICANT/ROOMATE: (you can upload these items at the time of applying online)**
 - Income Verification – Copy of your most recent 30 days of income. You may provide this with paystubs or bank statements
 - Copy of your driver's license
 - Photo of all pets to be residing in property. You may email to info@byrdpalmer.com or attach a photo to the online application
 - Pets are permitted upon approval. There will be an additional \$25 charge per month for pet rent. This is due with your rental payment each month. ALSO, there is a \$300 non-refundable pet deposit due at lease signing.
- **APPLICATION FEE:** \$40.00 per leasee (Persons living in the house under 18 years of age, excluding biological children)
\$40.00 per co-signer

You will be prompted to pay via Credit or Debit card at the end of the online application OR You can pay cash or money order by delivering to our office at 9710 Leyland Drive Myrtle Beach, SC. Application fees are non-refundable.

FOR CO-SIGNERS: If you do not have verifiable income sufficient for the rent, you may have a co-signer. Your co-signer must apply in the same way you do. They must submit an online application, income verification, a copy of their driver's license, and pay the \$40.00 application fee. Any delay in receiving your co-signers application, fees, and info could delay your application and the availability of an available unit.

Once all proposed residents/co-signers have completed the Application and submitted all related items, please allow 24 hours for status and approval. This could be delayed if a response from previous landlord or references take longer to respond.

Applications are processed once all information and fees are received (including co-signers). A unit will not be held without full applications, fees, and information. Once your application is approved, a security deposit will be required within 48 hours to reserve your unit.

Thank you for your interest! We strive to make the Application Process easy and quick. If you have any questions along the way, please don't hesitate to give us a call at 843.903.0843 or email to info@byrdpalmer.com.