



NON-REFUNDABLE DEPOSIT FORM

Date: _____

_____, hereby agrees to pay Oxford Property Group LLC. a NON REFUNDABLE deposit of \$ _____ to secure the lease for apartment _____ at _____ under the following terms:

- Applicant: _____
- Co-Applicant(s) _____
- Guarantor(s): _____
- Start Date (on or about): _____
- Lease Term: _____
- Rent: _____
- Security: _____
- Broker Fee: _____
- Application/Credit Check Fees (NON-REFUNDABLE) _____
- Application/Credit Check Fees (REFUNDABLE) _____
- Required Documents _____
- Additional Notes/Comments _____

Payment must be made in the form of certified/bank check, money order, credit card or cash. Personal checks will not be accepted.

All documents required by the Owner must be submitted within two business days of the date of this Form.

We shall forward your complete application to the Owner upon receipt. If the Owner does not approve your application within _____ business days thereafter, your deposit shall be refunded in full. In the case of a cooperative sublease or condominium lease, the subsequent period allowed for obtaining Board approval or waiver of Right of First Refusal shall be subject to the terms of the condominium lease or cooperative sublease.

If your application is approved, your deposit shall be applied to the rent, security deposit or brokerage fee.

If you are not completely committed to leasing this apartment, please do not put down a deposit. **There will be no refund in the event that YOU, or any co-tenants or guarantors, fail to submit, or decide to withdraw, an application.**

Your deposit shall also be forfeited if you, or any co-tenants or guarantors, fail to execute a lease subsequent to Owner approval.

Oxford shall be due the full Broker Fee stipulated above once you, or any co-signers or guarantors, execute a lease in full or in part and tender the initial rent and security stipulated therein.

AGENT/ SIGNATURE

AGENT PRINTED NAME

APPLICANT SIGNATURE

APPLICANT PRINTED NAME



CREDIT CARD INFORMATION

Date: _____

_____, hereby agrees to pay Oxford Property Group LLC. a NON REFUNDABLE deposit of \$_____ to secure the lease for apartment _____ at _____ under the terms stipulated in the Non-Refundable Deposit Form.

Card Type: Visa Master AMEX Discover :

Cardholder Name: _____

Card #: _____

CVC Code # _____

Exp. Date: _____

Cardholder Address: _____

Cardholder Signature: _____

Please provide your credit card information or make payment to
our Paypal account (<http://www.opgny.com/payment.aspx>)