

Pleasant View Apartments
22 Nashawannuck Street
Easthampton, MA 01027



Tel: (413) 528-3878
Email: mgmt@pleasantviewapt.com

Dear Prospective Renter:

Thank you for considering Pleasant View Apartments as your new home. Pleasant View Apartments is owned and operated by Laurel Ridge Apartments, LLC. Attached is the rental application that you have requested. In this packet you will find three documents (Rental Application, Employment Verification, and Landlord Reference).

- 1. Rental Application:** This document is for you to fill out and return by email or mail at the contact information listed above. Please remember to sign the bottom of the application.
- 2. Employment Verification:** This document is for your employer to fill out and return by email or mail. There is contact information listed on the form for your employer. Please sign the bottom of this document before giving it to your employer. You must sign this form as well for your employer to release this information.
- 3. Landlord Reference:** If you are renting, this document is for your current landlord to complete and return by email or mail. There is contact information listed on the form for your landlord. Please sign the bottom of this document before giving it to your landlord. You must sign this form for your landlord to release this information.

Forms sent by mail should be addressed to our Berkshire headquarters:

Laurel Ridge Apartments, LLC
24 Silver Street Suite 101
Great Barrington, MA 01230

Your application will be processed when these documents are received. If your application is approved, a showing will be scheduled to view an apartment. If your application is accepted upon conducting showings, a \$100.00 deposit will hold the apartment. This \$100.00 deposit will be applied to your first month's rent. We require first, last month's rent and a security deposit (equivalent to one month's rent) at the time of your lease signing. If an applicant fails to execute a lease, then the deposit shall be retained by the owner/agent as liquidated damages.

I appreciate your interest in Pleasant View Apartments and look forward to hearing from you. Please feel free to contact me with any questions.

Sincerely,
Betty Banker
Property Manager