

**PNJ Management, LLC
Ridgewood Apartments
155 Westtown Way C103
West Chester, PA 19382
Office 484-639-4949
Fax 610-696-2131**

Application Process

1. Completely fill out the enclosed rental application and return by mail to the above address as soon as possible after receipt.
2. **Two separate checks, made payable to Ridgewood Apartments, LP**, must be included with your completed application. Cash will not be accepted.

1st check - \$25.00 per person non-refundable application fee.
2nd check - \$100 refundable deposit.
This amount will be used to hold your apartment, and will be credited towards your first month's rent.
3. Should your application be denied, your deposit is refundable.
4. Deposit becomes non-refundable 10 calendar days after application approval.
5. Include a clear and legible copy of your driver's license and social security card.
6. Include a copy of three current pay stubs or other proof of income.
7. To ensure prompt and accurate processing, please fill out your application completely, and make sure to sign and date page 2 when you are finished.

Please feel free to contact our office with any questions or concerns you may have. A copy of the criteria used for determining eligibility is available upon request.

PNJ Management, LLC

Ridgewood Apartments, LP

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Ridgewood Apartments, LC processes all applications and all units are shown and made available without respect to race, color, sex, religion, national origin, familial status, or handicap.

