

Unit# _____

Concierge Initials _____

Date _____

Resident Renewal Form

Resident Name _____

Total Number of Occupants _____

Name(s) of occupants:

Phone: _____

Email: _____

Lease Term: From: _____ To _____

Signature: _____

Landlord and/or Management Company Information:

FOR FRONT DESK USE ONLY

CHECK OFF ITEMS BELOW AND ATTACH COPIES AS NEEDED

- Updated rental Lease or RPW Addendum to the original lease agreement from landlord
 - Previous River Place West ID Card
 - Copy of Renewal of River Place West ID Card
 - Renewal form filled out by front desk staff place in box to Management Office
- Collect renewal fee-\$20 per adult/ \$10 per child under 18

F.O.8 # _____