

# R.C. Graham Inc

530 7<sup>th</sup> Street  
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940.767.0406

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## TRANSFER WITHIN PROPERTY APPLICATIONS

Date: \_\_\_\_\_

Current apt: \_\_\_\_\_

Name(s) of all resident applying for new residence: \_\_\_\_\_  
\_\_\_\_\_

Reason for transfer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing you agree to the following:

- A non-refundable transfer fee of \$200 is required on all transfers. Transfer fee is due at time of transfer application.
- All security deposits and pet deposits are non-transferable. All deposits that are eligible to refunded will be returned within 30 days of actual move-out
- All pet deposits and fees must be paid in full on or before move-in day
- Your new security deposit is due at time of transfer application.
- All residents must meet all rental requirements for new residence
- If currently in a lease agreement, you must add your remaining months of the lease to a 12 month lease agreement at the new residence
- A new rental application must be completed for all applicants
- You are responsible for all damages and charges for former residence if approved

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Rep

\_\_\_\_\_  
Date

Approved    Denied   Date: \_\_\_\_\_

Owner's Rep Signature for approval or denial: \_\_\_\_\_

Austin School Lofts  
1309 13<sup>th</sup> Street  
Wichita Falls TX 76301  
940.766.2864

LaSalle Crossing  
530 7<sup>th</sup> Street  
Wichita Falls TX 76301  
940.767.0406

Travis Crossing  
907 Travis Street  
Wichita Falls TX 76301  
940.322.7107