



Resident Request for Transfer:

To be completed by the resident and give to the Property Manager.

Name of all individuals on the lease, address, date moved in, and lease expiration date (can be found on your online portal):

Number of pets in unit:

Reason for transfer request:

Desired transfer address (or requirements):

I understand that the transfer can only happen after a manager has inspected the current unit and approval has been given by the owners. I understand that I will be required to pay a new security deposit and pet fee, if applicable, prior to the transfer and that the old security deposit will be returned within 30 of vacating the old unit or I will be provided with a list of deductions as per Iowa law.

Tenant Signature: _____
(all persons on the lease must sign)

Some reasons I may be denied transfer, but not limited to:

Insufficient income	Unsanitary apartment
Damages to the unit	Unauthorized people or pets living in unit
Past lease violations/Seven-day notices	Smoking in the current unit
Police activity at the unit	Repeated late rent payments
Illegal activity on the premises	Poor treatment of management by the resident(s)
One Year lease not completed	