



**KEY REALTY CENTER**

## Add Roommate Request

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

To: Key Realty Center, agent for owner

Re: Request to add roommate

As of today's date, I (we) the tenant(s) at the above referenced address, would like to add \_\_\_\_\_ to the rental/lease agreement. I (we) have attached a rental application for this party.

I (we) understand I (we) will be receiving a follow up letter from Key Realty Center regarding the approval or denial of the application

I (we) certify that the above applicant is not living in the property and cannot move in unless approved.

I (we) understand new rental/lease agreements are to be signed if the applicant is approved.

I (we) understand if I (we) fail to fulfill the terms of my (our) obligations, a negative credit report reflecting my (our) credit may be submitted to a credit-reporting agency.

_____ Tenant	_____ Date	_____ Tenant	_____ Date
_____ Tenant	_____ Date	_____ Tenant	_____ Date
_____ Tenant	_____ Date	_____ Key Realty Center	_____ Date

Mail, email or deliver to:

**Key Realty Center**  
9230 Bruceville Road, Suite 4  
Elk Grove, CA 95758  
*solutions@keyrealtycenterpm.com*