Shadywoods HOA

Occupancy Application Instructions

STEP 1

We ask that you have the following items readily available to expedite the application process. Allow 10-15 minutes for the completion of this application.

1. Lease or purchase contract-all pages in pdf file format.
2. Applicant photo ID in pdf or jpeg file format.
3. Valid major credit/debit card.
4. All applicants over the age of 18 must complete an application and pay the required fee of $300.00 per applicant. Married couples count as one applicant for the purpose of this fee.

Visit **mycondoapplication.com**

Enter code **11440**

Read the instructions, then complete **Part 1** of the application.

STEP 2

Once Part 1 is submitted and verified, we'll email you a secure link to complete Part 2 of your application.

Questions? Contact our support team at **applications@screeninglink.com**

Your information is secure.
mycondoapplication.com and our family of websites use an encrypted, authenticated connection so that the information you submit cannot be intercepted or read by anyone other than us. To confirm your session is secure, look for "https" in the address bar and a padlock icon in your browser. Additional confidential safeguards are in place to keep every submission safe.