

What you should do is:

1. Print out the contract.
2. Complete the forms in handwriting and sign them as needed.
3. On the third page, put your DL or ID in the rectangular area marked "Place your ID here."
4. Take clear images of the documents with your phone's camera.
5. Email me a photo of the duly executed contract. Put "Signed Contract" in the message's subject line.
6. Send an additional photo of yourself carrying your ID or DL (selfie).
7. Attach an individual photo of your utility bill.
8. Please upload a photo of your lease agreement or any other document with your address and name on it if the address where you live differs from the one on your ID.

Additionally, you can take a photo with the number of your apartment building in the background.

! The contract has to be printed.

! Digitally signed documents are not acceptable.

! The contract must be manually completed and signed.

Please let me know if you need anything or if you have any questions.