



Laguna Woods Village®

10 Frequently Asked Questions About Leasing and ID Cards

1. **What is the cost to replace a lost ID? What is the fee for a non-returned ID card?**
 - Replacing a lost ID costs \$60 (payable by cash, credit card, or check).
 - The fee for a nonreturned ID card is \$125.
 - Unpaid nonreturned ID card fees must be settled before new tenants can move in.
2. **What are the fees and turnaround times for lease applications?**
 - **United new:** \$160, seven business days (not including holidays)
 - **United renewal:** \$160, seven business days (not including holidays)
 - **Third new:** \$170, 10 business days (not including holidays)
 - **Third renewal:** \$110, 10 business days (not including holidays)
3. **What is the rush fee and turnaround time for applications?**
 - Rush fee: \$100
 - Turnaround time: Up to three business days (not including holidays)
4. **What are the office hours for Leasing and ID Card services?**
 - Monday through Friday from 8 a.m. to 5 p.m. (assistance available during lunch)
5. **Who is responsible for paying lease processing fees?**
 - The responsibility for lease processing fees lies between the owner and the tenant.
6. **What is the minimum and maximum lease duration?**
 - Minimum: 30 days
 - Maximum: 12 months
7. **What are the third-party fees for tenants and caregivers?**
 - **Tenant:** \$164 per month (paid upfront with the lease processing fee)
 - **Caregiver:** \$50 per month (paid upfront with the lease processing fee)
8. **How many tenants can reside in a unit?**
 - Maximum occupancy is one more than the number of bedrooms:
 - One bedroom: Two tenants
 - Two bedrooms: Three tenants
 - Three bedrooms: Four tenants (two third-party fees required for third and fourth tenants)
9. **Can applications be emailed?**
 - All applications must be mailed to our P.O. box or submitted in person to the Leasing office.
10. **How can I find a listing in Laguna Woods Village to lease?**
 - Any realtor or realty company can assist you in finding listings.