

# Application Agreement

Location \_\_\_\_\_ Rental Rate \_\_\_\_\_ Application Date/Time \_\_\_\_\_

Computer/Apt.# \_\_\_\_\_ Apt Type \_\_\_\_\_ Move-in Date \_\_\_\_\_ Lease Term From \_\_\_\_\_ To \_\_\_\_\_


Apartment Mailing Address \_\_\_\_\_ Application Taken By \_\_\_\_\_

<p>Last Name _____</p> <p>First Name _____ Middle Initial _____</p> <p>Social Security # _____</p> <p>Birth Date - Month _____ Day _____ Year _____</p> <p>Drivers License # _____ State _____</p> <p>Home Phone ( _____ ) _____</p> <p>Work Phone ( _____ ) _____</p> <p>Other Phone ( _____ ) _____</p> <p>E-mail _____ Fax ( _____ ) _____</p> <p>Address: _____ Apt. _____</p> <p>City _____ State _____ Zip _____</p> <p><small>Lease Holder - Anyone 18 years and over must complete an application.</small></p> <p><small>Rent is due on the 1st of the Month at the Management office or as designated by Management.</small></p> <p><b>Renter's Insurance is a requirement for living at this community. Proof required.</b></p> <p><small>Resident is responsible for placing utilities in their name and providing proof prior to move-in.</small></p> <p><small>We would like to take this opportunity to inform you: The Community has a NO CASH Policy.</small></p> <p><small>Thank-you for choosing our Community, we look forward to your stay!</small></p>	<p>An application fee, along with a deposit to hold your apartment or for placement on the Priority Waitlist is due at the time of application.</p> <p>Application Fee (Non-refundable) _____</p> <p>Full Month Rental Rate (move-in after the 15th) _____</p> <p>Prorate Rent (partial month rent, if applicable) _____</p> <p>Lease Administration Fee (Non-Refundable) _____</p> <p>Parking Structure # _____ ...Pro-rate ___ + _____</p> <p>Monthly Pet Rent ...Pro-rate _____ + _____</p> <p>Other (Describe) _____</p> <p>Other (Describe) _____</p> <p>Security Deposit _____</p> <p>Pet _____ or Other _____ Deposit _____</p> <p>Total Due _____</p> <p>Less Amount Received (App Fee &amp; Deposit) _____</p> <p>Balance Due at Move-in _____</p> <p><small>*May require greater Security Deposit pending Applicant's Qualifying Criteria results.</small></p> <p><b>All Move-In Monies must be in the form of Cashier's Check or Money Order.</b></p> <p><small>All money is due at the signing of the lease and prior to possession of the apartment.</small></p>
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<p>Total # of Occupants _____ (Include applicant on 1st line below)</p> <p>Name _____ Birth Date: _____ Relationship <b>Applicant</b></p> <p>Name _____ Birth Date: _____ Relationship _____</p> <p>Name _____ Birth Date: _____ Relationship _____</p> <p>Name _____ Birth Date: _____ Relationship _____</p> <p><b>Within the past 2 years have you:</b></p> <p>1. Declared Bankruptcy? No _____ Yes _____ Date _____</p> <p>2. Been Evicted? No _____ Yes _____ Date _____</p> <p>3. <b>NOT</b> fulfilled a lease term? No _____ Yes _____ Date _____ Reason for <u>2</u> or <u>3</u>, if yes: _____</p>	<p>Pet Yes _____ Type _____ Weight _____ No Pet _____</p>
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<p>Landlord/Mortgage Holder Name _____ Phone ( _____ ) _____ Move-in Date _____</p> <p>Address _____ City _____ State _____ Zip _____ Monthly Payment \$ _____</p> <p>Home Owner _____ Renting _____ Living with Family _____ Are you presently under a lease term? No ___ Yes ___ Lease Exp Date: _____</p> <p>If above is less than two (2) years</p> <p>Previous Landlord Name _____ Phone ( _____ ) _____ Move-in Date _____</p> <p>Address _____ City _____ State _____ Zip _____ Monthly Payment \$ _____ Lease Term _____</p>	<p>Credit Card: Visa _____ Am Exp _____ Master Card _____ Other _____</p> <p>Holder _____ Acct _____ Exp _____</p> <p>Holder _____ Acct _____ Exp _____</p> <p>Bank _____ Branch _____</p> <p>Checking # _____</p> <p>Savings # _____</p> <p>Emergency Contact Name _____</p> <p>Phone ( _____ ) _____ Relationship _____</p> <p>Address _____ City _____ State _____ Zip _____</p> <p>Emergency Contact Name _____</p> <p>Phone ( _____ ) _____ Relationship _____</p> <p>Address _____ City _____ State _____ Zip _____</p>
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<p>Employer _____ Occupation _____</p> <p>Address _____ City _____ State _____ Zip _____</p> <p>Date of Hire _____ Yearly Income _____</p> <p>HR Director Name _____ Phone _____</p> <p>Supervisor Name _____ Phone _____</p> <p style="text-align: center;"><b>If Less than Two (2) Years</b></p> <p>Previous Employer _____</p> <p>Supervisor Name _____</p> <p>Address _____ City _____ State _____ Zip _____</p> <p>Phone ( _____ ) _____ How Long? _____</p> <p>Automobile Make _____</p> <p>Automobile Model _____</p> <p>Yr. _____ Plate _____ Color _____</p>	<p>Emergency Contact Name _____</p> <p>Phone ( _____ ) _____ Relationship _____</p> <p>Address _____ City _____ State _____ Zip _____</p> <p>Emergency Contact Name _____</p> <p>Phone ( _____ ) _____ Relationship _____</p> <p>Address _____ City _____ State _____ Zip _____</p>
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<p style="text-align: center;"><b>COMMUNITY POLICIES</b></p> <p>1. I agree to abide by the community policies listed in the Community Policy Lease Addendum and in the Resident Handbook (VG 153).</p> <p>2. I understand I may not make any alterations, additions, or improvements to the apartment without the Owner's written consent.</p> <p>3. Have you ever been convicted of or plead guilty or "no contest" to a felony (whether or not resulting in a conviction)? Yes _____ No _____</p> <p>4. Have you ever been convicted of or plead guilty or "no contest" to a misdemeanor involving sexual misconduct (whether or not resulting in a conviction)? Yes _____ No _____ <b>A response of Yes to either question #3 or #4 is an automatic denial.</b></p> <p>5. I declare that all responses are true and complete. False information supplied in this application agreement will be sufficient grounds for termination of the Lease.</p> <p>6. I understand I must meet the community's qualifying criteria and hereby authorize Village Green to verify all foregoing information including, but not limited to, credit reports, criminal background checks and housing verifications.</p> <p>7. It is agreed, a facsimile signature shall stand in place of and stead of applicant's original signature.</p> <p>- No tenancy is created by this Application nor until a lease in form satisfactory to Owner is duly executed by Owner and Resident.</p> <p>- A deposit is required to secure an apartment or for placement on a Priority Waitlist. The deposit is applied to the total due at move-in when 72 hours have passed and the application meets the qualifying criteria.</p> <p>-The deposit will be returned if the application is cancelled within 72 hours of the application date or if the application is denied because the applicant does not meet the community's qualifying criteria. The deposit is forfeited if the applicant wishes to cancel the application AND 72 hours have passed.</p>	 <p><b>EQUAL HOUSING OPPORTUNITY</b></p>
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Applicant Signature: _____	Date: _____	By: Witness: _____	Date: _____
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