

Brookside Application for Residence

Amount due at move in \$ _____ Rental Amount _____ Move in date _____
Unit Type _____ Apt. # _____ Building # _____ Lease Term _____

Name _____ Work Phone _____

Home Phone _____ Social Security Number _____ Single _____ Married _____

Drivers License Number _____ State _____ Date of Birth _____

E-Mail Address: _____ **Spouse's E-Mail Address:** _____

Spouse's Name _____ Social Security Number _____

Drivers License Number _____ State _____ Date of Birth _____

Present Address _____

City _____ State _____ Zip Code _____

Community Name _____ Apt Number _____

Landlord _____ Phone Number _____

At this Address From _____ To _____ Monthly Rent _____

Have you ever been evicted? _____ Where _____ Why _____

Have you ever broken a lease? _____ Where _____ Why _____

Previous Address _____

City _____ State _____ Zip Code _____

Community Name _____ Apt Number _____

Landlord _____ Phone Number _____

At this Address From _____ To _____ Monthly Rent _____

Employer _____

Address _____ Phone Number _____

City _____ State _____ Zip Code _____

Position _____ Supervisor _____

Employed here from _____ To _____ Monthly Salary \$ _____

Spouse's Employer _____

Address _____ Phone Number _____

City _____ State _____ Zip Code _____

Position _____ Supervisor _____

Employed here from _____ To _____ Monthly Salary \$ _____

Bank References

Checking Account (Name of Bank) _____ Account Number _____

Checking Account (Name of Bank) _____ Account Number _____

Vehicle Information

Make _____ Model _____ Year _____ Color _____ Lic. No. _____ State _____

Make _____ Model _____ Year _____ Color _____ Lic. No. _____ State _____

Persons to Occupy Apartment

Name _____ Relationship _____ Social Security # _____ D/O/B _____

Name _____ Relationship _____ Social Security # _____ D/O/B _____

Name _____ Relationship _____ Social Security # _____ D/O/B _____

Name _____ Relationship _____ Social Security # _____ D/O/B _____

Do you have a pet? _____ Kind of Pet _____ Weight _____ lbs..

Have you or your spouse ever been arrested and/or convicted of any misdemeanor or felony? _____

When? _____ Type of arrest/conviction _____

Have you or your spouse ever filed bankruptcy or are either of you presently involved in an active bankruptcy case? _____

If the answer if yes, when was the bankruptcy filed? _____

Where was it filed? _____ **Place of Birth** _____

Emergency Contact

Name _____ Relationship _____

Address _____ Phone _____

City _____ State _____ Zip Code _____

Email Address: _____

How did you hear about our community? _____

The applicant hereby authorizes Brookside Properties Inc./ Brookside Agent to conduct a credit check that includes, but does not limit to, obtaining a credit report and interviewing the applicant's references and previous landlords. The applicant hereby consents to the credit check process and authorizes any individual listed in this application to speak with Brookside Properties Inc./ Brookside Agent regarding the applicants present or previous credit performance. Applicant further release any and all individuals who provide information to Brookside Properties Inc./ Brookside Agent from any and all claims which the applicant may have resulting from information provided to Brookside Properties Inc. / Brookside Agent. The applicant also authorizes the release of information based upon reliance of either photocopies or facsimiles of the authorization. The undersigned applicant certifies that the above information is true and correct and hereby authorizes verification of same. Any false information in the application shall result in immediate denial of application and or termination of any lease resulting from acceptance of this application. If accepted as a resident, this application is to become a part of the lease file. All information provided will be kept in confidence.

A non-refundable application fee of \$ _____ charged for each application. Date rec. _____ Check No. _____

Security Deposit received in the amount of \$ _____. Date rec. _____ Check No. _____

Security Deposit is hereby acknowledges as a non-interest bearing deposit and not a rental payment. If for any reason the management decides to decline the applicant, management will refund the security deposit in full. Once the application is approved, the applicant must cancel within 72 hours in order to receive a full refund of their security deposit. Cancellations after 72 hours will result in automatic forfeit of the entire security deposit.

Applicant's Signature _____ **Date** _____

Applicant's Signature _____ **Date** _____

Application Taken By _____ Date Received _____

Approved By _____ Date _____ Rejected By _____

RENTAL HISTORY

Present Address: _____
 Landlord: _____ Telephone Number: _____
 Move-In Date: _____ Move-Out Date: _____
 Rental Rate: _____ # of Late Pmts: _____ # of NSF Checks: _____
 Would Landlord rent to tenant again? _____ If no, why? _____
 Was proper notice given to vacate? _____ Contact Name & Title _____

Previous Address: _____
 Landlord: _____ Telephone Number: _____
 Move-In Date: _____ Move-Out Date: _____
 Rental Rate: _____ # of Late Pmts: _____ # of NSF Checks: _____
 Would Landlord rent to tenant again? _____ If no, why? _____
 Was proper notice given to vacate? _____ Contact Name & Title _____

Rental history verification completed by: _____ Date: _____

EMPLOYMENT HISTORY

Present Employer: _____
 Hire Date: _____ Telephone Number: _____
 Position: _____ Monthly Income: _____
 Contact Name & Title: _____

Previous Employer: _____
 Hire Date: _____ Telephone Number: _____
 Position: _____ Termination Date: _____
 Contact Name & Title: _____

Spouse's Employer: _____
 Hire Date: _____ Telephone Number: _____
 Position: _____ Monthly Income: _____
 Contact Name & Title: _____

Employment history verification completed by: _____ Date: _____

RENT TO EARNINGS RATIO

_____ DIVIDED BY _____ EQUALS _____
 (Monthly Income) (Monthly Rent) (Rent to Earnings Ratio)

Rent to Earnings Ratio must be equal to or greater than that required for the property.

CREDIT HISTORY

Do all addresses listed on the credit report match those on the application? _____ If not, check into those addresses. Any probable apartment complex whose address is on the credit report should be called.

Are there any delinquencies to rental properties or utilities (electric, phone, etc.) listed on the credit report? _____ Any such delinquencies should result in automatic denial.

Are there bankruptcies listed on the credit report? _____ What is the date of the bankruptcy? _____

Is there a history of slow payments by the applicant? _____ Current or in the past? _____
 If several accounts are past due within the last six months, this may be grounds for denial. If past due payments were 6 months prior or longer and payment history has since improved, ask applicant for an explanation before determining whether to deny application.

Credit accepted? _____ If not, why? _____

Credit history verification completed by _____ Date _____