

APPLICATION FOR RESIDENCY

WELCOME TO **MAISON BOCAGE** APARTMENTS AND TOWNHOMES. Thank you for choosing us as your new residence. In order to reside in our community, we require that each applicant and adult occupant (including residing children age 18 or older) meet certain criteria. Before you fill out our Rental Application, we suggest that you review these guidelines to determine whether you meet the requirements. Please note that the term "Applicant" provided below applies to all residents to be identified on the apartment lease. Person(s) desiring to be included to qualify and to be responsible for paying rent must qualify as an applicant. Please note that nothing contained in these requirements shall constitute a guarantee or representation by MAISON BOCAGE Apartments prior to these requirements going into effect that the application has been approved.

It is the policy of these Apartments and Aronov Realty Management, Inc., not to discriminate against anyone on the basis of race, color, religion, handicap, sex, family status and/or national origin.

ANTICIPATED MOVE-IN DATE: _____ Lease Term Desired: _____ Do you have any Pets? _____

How did you hear about us? Please mark all that relate.

Referral _____ (resident or property) Newspaper _____ Signs _____ Apartment Guide _____

Drive-by _____ Internet _____ Yellow Pages _____ Brochure/Flyer _____ Live in the area _____

PLEASE INITIAL THAT YOU UNDERSTAND THAT: _____

ALL QUALIFYING DOCUMENTS MUST BE IN THE OFFICE WITHIN 48 HOURS OF APPLICATION OR APARTMENT/TOWNHOME WILL NOT BE HELD AND DEPOSIT WILL BE FORFEITED

(This included income verification, employment verification, credit report, prior rental history, all fees and deposits paid)

I. TENANT SELECTION CRITERIA:

- Applicant must be age 18 years or older.
- Applicant must have a Social Security number or Federal ID number plus one other form of photo identification.
- Applicant must have sufficient verifiable household income.
The applicant's monthly household income must be equal to or greater than 3 times the monthly rent or the applicant must have three times the annual rent in secured funds. Verifiable student aid income, court ordered alimony, disability income or child support will be considered as verifiable income with proper documentation provided. Verification can include paycheck stubs, written verification from income source, or tax returns. If employment is to begin shortly, the employer must submit a "letter of intent".
- Good Credit Rating & Criminal History
Applicant must consent to allow Maison Bocage Apartments, through its designated agent(s) and employees to obtain a consumer report and criminal report to determine whether to lease an apartment to me/us. We also agree and understand that owner and its agents and employees may obtain additional consumer reports and criminal reports on each in the future to update or renew account. Upon my/our request, owner will tell me/us whether consumer reports or criminal record reports were requested and the names and addresses of any consumer-reporting agency that provided such reports. By signing below, you thereby acknowledge your receipt of this disclosure and of the disclosure entitled "Summary of Consumer Rights," and you hereby consent to allow us, independently or through its designated agents of Maison Bocage Apartments. In addition, Maison Bocage Apartments may require an additional security deposit based on credit history, debt ratio, or other information obtained through our designated agent.
- Good Rental Reference
No formal rental history will be interpreted as good rental history provided this is the first residence for applicant (i.e., previous home w/parents, military, or dormitory). Double deposit will be required if this is first residence. Formal rental history is defined as information obtained from a mortgage company, property Management Company, condominium association, or other apartment communities for six-month period. If renting from a private owner (i.e., single family home or condominium), proof of previous six-months rental payments will be required (copies of checks or money orders are acceptable). Good rental history will be interpreted as not more than 2 late payments and not more than 1 NSF check in a 24-month period.
- Foreign Nationals
Persons of a foreign nation must provide a Federal Social Security number or a verifiable Federal ID number must possess a current passport and a current driver's license and proof of employment.

II. APPLICATION AUTOMATICALLY DENIED FOR:

- No verifiable Social Security or Federal ID number.
- Social Security Number reported as questionable or false.
- Any one history that the applicant has "skipped" a pervious landlord.
- Any applicant with outstanding debt or eviction from current or previous landlord.
- Any one report that the applicant has had poor housekeeping habits from a current or previous residence.
- Any one report that the applicant caused or was involved in disturbances from current or previous residence.

- Any one report that the applicant did not abide by the rules and regulations from a current or previous residence.
- Any one foreclosure of real estate.
- Any terrorism related conviction.
- Any drug related conviction.
- Any prostitution related conviction.
- Any sex related conviction.
- Any cruelty to animals related conviction.
- A Misdemeanor conviction involving a crime against persons or property.
- Any Felony conviction.
- Any applicant with outstanding debt or eviction or pending eviction.
- Any application with bankruptcy history that does NOT have “discharge” status or any bankruptcy where credit has not been reestablished.
- Outstanding Collection Items
- Any of the above related charges resulting in “Adjudication Withheld” and/or “Deferred Adjudication” or active status on probation or parole resulting from any of the above.
- Falsification of any information on the application.

III. OCCUPANCY LIMITS:

One bedroom – Two (2) Occupants Maximum

Two bedrooms-Four (4) Occupants, BUT Maximum of Three (3) Adults, no more than Three (3) non-related persons.

Three bedrooms– Six (6) Occupants, BUT Maximum of Three (3) Adults, no more than Three (3) non-related persons.

Violating this policy will result in immediate termination of the lease.

NEWBORN POLICY:

If you are an occupant and you are pregnant or have a newborn child less than six (6) months at the time of move-in and your newborn child reached the age of twelve (12) months (local and state laws exemption) during the term of your lease you may remain in the unit until your lease expires. Upon expiration of your lease you must do one of the following if the additional occupant breaches the occupancy limit: Move into another available unit of the apartments that have more bedrooms or give a 30-day notice and vacate the premises.

IV. APPLICATION PROCESSING FEE:

Each applicant must submit the sum of \$_____, which is a non-refundable payment for a credit check, criminal background check if applicable to the property, and processing charge of this application. Such sum is not a rental payment or security deposit. The fee is non-refundable. Any false information will constitute grounds for rejection of this application and forfeiture of the fee.

V. ADMINISTRATION FEE

An Administration fee of \$200.00 which is non-refundable.

VI. CO-SIGNER:

A co-signer will be accepted for applicants who do not meet item number three of the Lessee Selection Criteria requiring sufficient verifiable household income. Only a relative or employer residing in the same state or a member of the United States armed forces will be considered as guarantee/co-signer. The Guarantor/co-signer will be required to complete an application and pay a full application fee. Guarantor/Co-signer must have a gross monthly income of (3) times the monthly rent and meet all other qualifying Criteria identified in this screening policy. Co-signer must sign lease.

VII. APPLICATION\SECURITY DEPOSIT:

A deposit of \$_____ is required upon taking apartment off of the market and/ or taking possession of the apartment. . If applicant is approved and the contemplated lease is entered into, the application deposit shall become the required Security Deposit. If applicant is approved but fails to promptly enter into the contemplated lease, the application deposit shall be forfeited. The application deposit will be refunded within 24 hours only if the application is not approved. An additional security deposit of one month’s rent is required for all applicants with a LOW ACCEPT Credit Retriever score and an additional two month’s rent is required with a CONDITIONAL ACCEPT Credit Retriever score, as these scores represent a liability to the property due to information received in the reports. Applicant may contact Credit Retrievers for information regarding the score in question. Keys will be furnished only after all parties have properly executed contemplated lease and other rental documents and only after applicable rental payments and security deposit have been paid. This application is preliminary and does not obligate MAISON BOCAGE Apartments or it’s agent to execute a lease or deliver possession of the proposed premises. **THIS DEPOSIT IS NOT RENT AND SHALL NEVER BE APPLIED BY THE LESSEE AS PAYMENT IN WHOLE OR IN PART TO ANY RENTAL PAYMENTS DUE UNDER THIS LEASE.** In the event of any violation of the terms, the LESSOR thereof, may retain the Security Deposit, or a portion as partial damages. A refurbishing fee of \$200 is due at time of application and is a non-refundable fee.

VIII. SECURITY DEPOSIT RETURN:

The LESSOR shall not be obligated to return the Security Deposit unless the following conditions are met:

1. Full term of lease has expired.
2. The LESSEE gave a (30) thirty-day advance WRITTEN NOTICE of move-out to the LESSOR.
3. No damage to property has occurred beyond fair wear and tear.
4. The entire apartment, including range, exhaust fan, refrigerator, bathroom, closets and cabinets are clean.
5. There are no stickers, scratches or holes left on the walls or ceilings.

6. There is no damage to carpet beyond normal wear and tear.
7. There are no unpaid charges.
8. All keys are returned.
9. All debris, rubbish, and discards are removed.
10. A forwarding address is left with management

LESSEE will be responsible for all damages except those items listed by the LESSEE on the move-in form, which is an integral part of this lease. DEPOSIT REFUNDS ARE MADE WITHIN 30 DAYS SUBJECT TO THE CONDITIONS STATED AND THE RETURN OF ALL KEYS.

IX. PET PROVISIONS INCLUDED IN OUR LEASE:

A. The term "pet" means domestic animals (cats or dogs). Management MUST approve birds in cages. PIT BULLS, CHOWS, ROTTWEILERS and DOBERMANS ARE NOT ALLOWED. NO FARM ANIMALS ARE ALLOWED.

B. Pets are not allowed unless the provisions stated herein are met:

2. The LESSEE agrees to provide a photograph of the pet(s) and only the pet(s) described and named below and which the Manager has approved. No additional or different pet(s) are authorized under this lease agreement.

A non-refundable pet fee must be paid in advance of bringing a pet onto the Leased Premises:

Under 20 lbs. One pet	\$300
21-40 lbs. One pet	\$400
41-70 lbs. One pet	\$600

A pet fee of an additional one-half the fee charged for one pet will be charged for a second pet, according to the size of the pet, with the stipulation that the larger pet be considered the "first" pet.

3. This fee is for the privilege of having a pet, not to cover damages. COST OF DAMAGES SHALL BE CHARGED TO THE RESIDENT.
4. The LESSEE agrees that the pet will be kept inside the apartment at all times except when on a leash and accompanied by the LESSEE.
5. The LESSEE agrees that if the pet becomes annoying, bothersome, or in any way a nuisance to other LESSEES or to the apartment operations, at the sole discretion of the Manager of the Leased Premises, the LESSEE will immediately upon notice from the LESSOR, remove the pet from the premises or vacate the apartment. In such event, LESSEE shall continue to pay rent and to comply with all other terms and conditions of the lease.
6. The maximum number of pets cannot exceed two (2).
7. Pets are not allowed in the pool area or fitness room.
8. Management may charge a \$25 for picking up a loose pet or keeping a loose pet.
9. Pet walkers must remove pet waste immediately and properly dispose of it.
10. Upon move out of the premises, and PRIOR to a walk through inspection, pet owner must have the CARPET PROFESSIONALLY CLEANED, DEFLEAED, DEODORIZED.
11. All pets must have a current vaccination certificate.

Registered Pets:

Type	Breed	Color	Age	Weight	Name	Current Tag

Should Lessee harbor a pet on the premises without complying with these pet provisions, and then the terms and conditions will be in default.

X. DRUG FREE ADDENDUM: WE ARE WORKING WITH THE FEDERAL GOVERNMENT TO PROVIDE DRUG-FREE HOUSING FOR EVERYONE. Our lease includes language to substantiate this provision.

XI. GRILLS ARE NOT ALLOWED.

XII. RENTAL CONCESSIONS AUTHORIZATION:

I (We) acknowledge that a concession of _____ in the value of \$_____ is being given as an incentive to lease the above referenced apartment. In order to receive the full benefit of concession, I HAVE BEEN INFORMED THAT IF THE LEASE IS NOT FULLFULLED FOR ANY REASON, I (WE) MUST REPAY THE CONCESSION.

List all other sources of income, which must be verified, (NOTARIZED STATEMENTS MUST BE ATTACHED)

Source _____ Amount \$ _____

Source _____ Amount \$ _____

Auto Information:

Year & Make _____ Color _____ License No. & State _____ Registered to _____

Year & Make _____ Color _____ License No. & State _____ Registered to _____

ONLY TWO (2) AUTOMOBILES PER APARTMENT ALLOWED (Initial Here _____)

No boats, trailers, campers, or other recreational vehicles are allowed on the property. (Initial Here _____)

Do you own a Waterbed? Yes _____ No _____

(A waterbed is allowed only on the ground floor and resident must provide proof of insurance.)

Emergency Contact:

1. Name	Address	Phone No. ()
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City State Zip

2. Name	Address	Phone No. ()
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City State Zip

AUTHORIZATION AND ACKNOWLEDGEMENT:

Applicant acknowledges that he/she is at least 18 years of age, can read and write and is of sound mind.

I/We authorize MAISON BOCAGE APARTMENTS AND TOWNHOMES to verify the above information by all available means. The owner/manager/agent is not required to re-verify or investigate findings. This is to certify that the information is true and correct to the best of my/our knowledge and if any information is found to be untrue or misrepresented, the property owner is entitled to reject this application and retain all fees and deposits as liquidated damages for our time and expense.

Each co-applicant(s) must submit a separate application(s).

Applicant's Signature _____ Co-Applicant Signature _____

Aronov Realty Management, Inc.
STUDENT APPLICATION ADDENDUM

I, _____, have made application for an apartment at MAISON BOCAGE APARTMENTS AND TOWNHOMES. My signature indicates my permission for this apartment community and to verify my tenant / dormitory history.

Signature Date
WE DO NOT ACCEPT CASH

Social Security No. / Student ID No. _____

Name of Landlord (if applicable): _____

Lease / Occupancy Terms: _____ Rental Rate \$ _____

Payment History: Timely _____ Slow _____ Owes _____ Collection _____

Condition of living space after tenant/student vacated: _____

Would you accept this person as tenant /student again? Yes _____ No _____

Comments: (Please note any unusual circumstances with disturbances caused by this tenant)

FOR OFFICE USE ONLY

PROCESSING OF APPLICATION

1. **Credit Retriever Report and Criminal Background Report (Attached):** Yes _____ No _____
 2. **Income / Verification:** Yes _____ No _____
 3. **Employment Verification:** Yes _____ No _____
(Employment is not necessary to lease an apartment, but should be verified if applicant is listed as employed.)
 4. **Present Residence Verified:** Yes _____ No _____
Comments: _____
 5. **Previous Residence Verified:** Yes _____ No _____
Comments: _____
 6. **Driver's License Verified:** Yes _____ No _____
Copy on File _____
 7. **Rental Rate:** \$ _____
 8. **Application Fee:** \$ _____
 9. **Deposits:** \$ _____
 10. **Refurbishing Fee** \$ _____
 11. **Application:** Approved _____ Denied _____
 12. **Date Applicant Notified:** _____
 13. **Completed by:** _____
- Manager Approval:** _____ **Date:** _____