

DATE _____
(Each co-resident must submit separate applications)

APPLICATION FOR RESIDENCY
(THANK YOU FOR UNDERSTANDING THAT WE DO NOT ACCEPT CASH)

APPLICANT'S NAME _____ DATE OF BIRTH _____ SS # _____
First Middle Last/Maiden
MARITAL STATUS _____ DRIVER'S LICENSE NO. _____ STATE _____
SPOUSE'S NAME _____ DATE OF BIRTH _____ SS # _____
First Middle Last/Maiden
OTHER OCCUPANTS: DRIVER'S LICENSE NO. _____

Name	D.O.B./SS#	Relationship	Name	D.O.B./SS#	Relationship
Name	D.O.B./SS#	Relationship	Name	D.O.B./SS#	Relationship

EMERGENCY
CONTACT

EMERGENCY CONTACT NAME _____ RELATIONSHIP _____
ADDRESS _____ PHONE NO. _____

RESIDENT HISTORY

PRESENT ADDRESS _____
Street Apt # City State Zip
DATES: FROM-TO _____ MONTHLY PAYMENT _____ PRESENT HOME PHONE NO. _____
PRESENT LANDLORD/RESIDENT MGR/MORTGAGE CO. _____ PHONE _____ RENT/OWN (Circle)
REASON FOR MOVING _____ MOVING FROM: APT./CONDO/HOME/TOWNHOUSE/OTHER (Circle)
PREVIOUS ADDRESS _____
Street Apt # City State Zip
DATES: FROM-TO _____ MONTHLY PAYMENT _____
PREVIOUS LANDLORD/RESIDENT MGR/MORTGAGE CO. _____ PHONE _____ RENT/OWN (Circle)
DATES FROM _____ TO _____ MONTHLY PAYMENT _____ RENT/OWN (Circle)
REASON FOR LEASING HERE _____
HAVE YOU EVER BEEN EVICTED FROM ANY LEASED PREMISES? _____ IF YES, EXPLAIN _____

EMPLOYMENT

PRESENT EMPLOYER _____ POSITION _____
BUSINESS ADDRESS _____ BUSINESS PHONE NO. _____
Street Apt # City State Zip
SUPERVISOR _____ EMPLOYED SINCE _____
PREVIOUS EMPLOYER _____ POSITION _____
BUSINESS ADDRESS _____ BUSINESS PHONE NO. _____
Street Apt # City State Zip
SUPERVISOR _____ DATES OF EMPLOYMENT _____
SPOUSE'S EMPLOYER _____ POSITION _____
BUSINESS ADDRESS _____ BUSINESS PHONE NO. _____
Street Apt # City State Zip
SUPERVISOR _____ DATES OF EMPLOYMENT _____

VEHICLE

YEAR & MAKE _____ COLOR _____ LICENSE NO & STATE _____ REGISTERED TO _____
YEAR & MAKE _____ COLOR _____ LICENSE NO & STATE _____ REGISTERED TO _____
CONDITION OF VEHICLES _____
ADDITIONAL VEHICLES _____
GIVE DESCRIPTION AND TAG NUMBERS OF ANY BOAT, MOTORCYCLE, CAMPER, VAN, ETC. YOU MAY OWN _____

PET

DO YOU OWN ANY PETS? _____ IF SO, HOW MANY? _____ BREED _____ WEIGHT _____ AGE _____

BANK

CHECKING ACCOUNT NO. _____ BANK NAME AND BRANCH _____ PHONE NO. _____
SAVINGS ACCOUNT NO. _____ BANK NAME AND BRANCH _____ PHONE NO. _____

INCOME

TOTAL ANTICIPATED INCOME FROM DATE OF MOVE-IN THROUGH THE NEXT 12 MONTHS
ANNUAL SALARY (INCLUDING FEES, TIPS, COMMISSION AND BONUSES) _____
ANNUAL SALARY (SPOUSE) * _____
ADDITIONAL ANNUAL INCOME (CHILD SUPPORT, PARENTAL SUPPORT, ETC.) * _____
SOURCE _____
TOTAL AMOUNT OF ASSETS (STOCKS, BONDS, SAVINGS, CHECKING ACCOUNT, EQUITY IN REAL PROPERTY, CAPITAL INVESTMENTS, ETC.)
\$ _____
INCOME FROM ASSETS * _____

APPLICATION
FEE

Applicant has submitted the sum of \$ _____ which is a non-refundable payment for a credit check and processing charge of this application. Such sum is not a rental payment or security deposit. This amount will be retained by management to cover the cost of processing application as furnished by the applicant; any false information will constitute grounds for rejection of application.

DEPOSIT

The undersigned applicant and / or co-signer represents that all of the above statements are true and correct and hereby authorizes verification of the above information. If such information proves to be false or misleading, Owner shall have the right to deny this application. The undersigned applicant and / or co-signer hereby consents to allow _____, itself or through its designated agents or employers, to obtain a consumer report and criminal record and to obtain and verify credit and employment information for the purpose of determining whether to lease an apartment to me. The undersigned applicant or co-signer agrees and understands that Owner and its agents and employees may obtain additional consumer reports and criminal record in the future to update or review my account. Upon my request, Owner will tell me whether consumer reports or criminal records were requested and the names and addresses of any consumer reporting agency that provided such reports. The undersigned applicant and/ or co-signer understands that the application fee is non-refundable.

I hereby deposit the following with management as a good faith deposit in connection with this application for residency:

	Required Amount	Amount Paid	Date Paid	Amount Paid	Date Paid
Non Refundable Application Fee	\$ _____	\$ _____		\$ _____	
Security Deposit (Pet and Premises)	\$ _____	\$ _____		\$ _____	
Non Refundable Redecoration Fee	\$ _____	\$ _____		\$ _____	
Non Refundable Pet Fee	\$ _____	\$ _____		\$ _____	
Total	\$ _____	\$ _____		\$ _____	

If my application is accepted, I understand the security deposit (Pet and Premises) will become my refundable security deposit upon meeting the terms of the lease and the community rules and regulations. If, for any reason management decides to decline my application, then management will refund this good faith deposit and the non refundable fees, excluding the application fee, to me in full. If this application is approved, and I fail to occupy the premises on the agreed upon date, except for delay caused by construction or the holding over of a prior resident, I understand that management will assess damages against the deposit for the amount of rental lost of any expenses incurred due to my cancellation. As these costs are difficult to ascertain I agree to forfeit the refundable portion of the security deposit (premises only) as liquidated damages for the apartment I agreed to occupy.

It is the policy of this property to reject applicants for any of the following criminal related reasons that have occurred within the (10) years prior to application date and up to occupancy date regardless of whether or not jail time was served or adjudication was withheld:
(a) felony conviction; (b) misdemeanor conviction involving crimes against persons or property; (c) any drug related conviction; (d) any prostitution related conviction; (e) any sex related conviction (f) any terrorist related conviction (g) any cruelty to animals related conviction; (h) any of the above related charges resulting in "adjudication withheld" probation or sentencing; and (i) active status on probation or parole resulting from any of the above; (j) any registered sex offender.

Manager and Owner have no duty and are not promising to verify the accuracy of the information provided in response to this application. Furthermore, the Management and Owner have no duty and do not promise to run a criminal background check on every person that applies for occupancy. The ability of Manager and Owner to conduct a criminal background check does not constitute any guarantee that all residents have no prior criminal record or background. The applicant(s) who sign below state(s) that the information provided is true and correct, and authorizes Manager or Owner to verify this information in this application. The Manager and/or Owner may terminate any lease entered into if the Applicant has made any misleading, incorrect, or untrue statements in this Application.

Have you or any member of your household been convicted of any of the above listed crimes? Yes_____ No_____

Applicant's Signature

Spouse's Signature

THE LEASE AGREEMENT WILL NOT BECOME EFFECTIVE UNTIL THIS APPLICATION IS APPROVED BY MANAGEMENT.

TITLE VIII of the CIVIL RIGHTS ACT of 1966 and subsequent amendments makes discrimination based on race, color, religion, sex, familial status, or national origin illegal in connection with the rental of most housing. The Federal agency which administers compliance with this law concerning this company: Department of Housing and Urban Development.

EQUAL CREDIT OPPORTUNITY ACT: The Federal Equal Credit Opportunity act prohibits creditors from discriminating against credit applicants on the basis of sex or marital status. The Federal agency which administers compliance with this law concerning this company: Equal Credit Opportunity, Federal Trade Commission, Washington, D.C. 20580.

APPLICATION VERIFICATION

RESIDENCE HISTORY

Name of Landlord	Payment History	Rent Amount	Length of Occupancy	Any Complaints	Notice Given?	Deposit Refunded?	Condition	Person Giving Information	By

EMPLOYMENT CHECK

Employer	Date Started	Date Ended	Salary	Satisfaction	Reason for Leaving	Title	Person Giving Information	By

SPOUSE'S EMPLOYMENT

CREDIT BUREAU INFORMATION

ATTACH CREDIT REPORT TO APPLICATION

APPROVED	DISAPPROVED
NAME OF APPLICANT CONTACTED _____	NAME OF APPLICANT CONTACTED _____
DATE APPLICANT CONTACTED _____	DATE APPLICANT CONTACTED _____
PERSON WHO CONTACTED APPLICANT _____	PERSON WHO CONTACTED APPLICANT _____
COMMENTS OR CHANGES _____	WHAT WAS THE BASIS FOR REFUSAL?
	☐ UNFAVORABLE CRIMINAL HISTORY
	☐ UNFAVORABLE CREDIT REPORT
	☐ WAS THE APPLICANT GIVEN THE NAME AND ADDRESS OF THE REPORTING AGENCY? ____ YES ____ NO
	☐ UNFAVORABLE REPORT FROM PREVIOUS LANDLORD
	☐ UNFAVORABLE EMPLOYMENT REFERENCES
	☐ INCORRECT INFORMATION SUBMITTED ON APPLICATION
	☐ APPLICATION DENIAL LETTER SENT
	☐ OTHER (SPECIFY) _____

MANAGER'S SIGNATURE _____	MANAGER'S SIGNATURE _____
DATE SIGNED _____	DATE SIGNED _____