

# RENTAL APPLICATION

Please complete all information requested below. Incomplete information will delay the processing of your application. PLEASE PRINT CLEARLY. Each occupant over 18 must submit a separate application.



**About You** *(Exactly how it appears on driver's license or government ID card)*

Mr.  Mrs.  Ms.

*Exceeding Your Expectations!*

First Name Last Name Middle Initial

Driver's License # State Issued Govt. Photo ID card #  Male  Female

Birth date Social Security Number Gender

Married  Single  Divorced  Separated

Marital Status Former Last Names (maiden or married)

**Current Address & Contact Information**

Street Apt. Number

City State Zip Country (if not U.S.)

Home Phone Mobile Phone Email Address  Rent  Own \$ Years Months

Rent or Own Current Monthly Payment Apartment Complex Name How long have you lived here?

**Employment**

Current Employer Supervisor's Name Supervisor's Phone

Address City State Zip Work Phone Years Months \$

Your Position/Title Length of Employment Gross Monthly Income *Additional Income-child support, alimony, or other maintenance income you want included for qualification*

**Your Spouse** *(Exactly how it appears on driver's license or government ID card)*

First Name Last Name Middle Initial

Driver's License # State Issued Govt. Photo ID card #

Birth date Social Security Number Gender

Current Employer Supervisor's Name Supervisor's Phone

Your Position/Title Length of Employment Gross Monthly Income

**Your Rental/Criminal History** *(You represent the answer is no by leaving any of the check boxes in this section blank)*

Have you ever been evicted?  Yes  No      Have you ever been sued for property damage?  Yes  No  
 Have you ever been sued for rent?  Yes  No      Have you ever broken a lease? Yes  No

Have you ever been convicted, plead guilty, no contest, received probation, deferred adjudication, court-ordered supervision, or pretrial diversion for a felony, sex related crime, or misdemeanor assault against another person?  Yes  No

If yes, please explain: \_\_\_\_\_

**Other Occupants** *(List names of all persons under 18 who occupy the unit. All occupants over 18 must complete a separate application.)*

(1)			(2)		
First Name	Last Name	Relationship	First Name	Last Name	Relationship
/	/		/	/	
Birth date		Social Security Number	Birth date		Social Security Number

Supplemental Occupant Information

**Pets**

Yes  No \_\_\_\_\_  
 What kind?      Weight      Breed      Age

*If you get a pet anytime after moving into your apartment home, you must notify the community management. Exotics and/or aggressive breeds are not allowed at anytime.*

**Emergency Information** *(Emergency contact person over 18 and not residing with you. Family member preferred.)*

First Name	Last Name	Middle Initial	Relationship
		( )	( )
Address		City	State
		Zip	Home Phone
			Other Phone

If you are seriously ill, missing, or in jail or penitentiary according to an affidavit of:  Your Spouse  
 Your Parent or Child  
 The above person

We may allow such person(s) to enter your dwelling to remove all contents, as well as your mailbox, storeroom, and common areas. If you are seriously ill or injured, you authorize us to send for an ambulance at your expense. We are not legally obligated to do so.

**Vehicle Information** *(List all vehicles to be parked by you, your spouse, or other occupants, including cars, trucks, motorcycles, etc.)*

Year	Make/Model of Vehicle	Color	License #	State

**Authorization/Acknowledgement** *This application is made for the purpose of procuring rental of premises and for credit clearance*

By signing this application, you declare that all your statements in this application are true and complete. You hereby authorize the community to which you are applying to verify this information through any means, including consumer reporting agencies and other rental housing owners. If you fail to answer any question or give false information, the community may reject your application, retain all fees and deposits as liquidated damages for its time and expense, and terminate your right of occupancy. Giving false information is a serious criminal offense. In lawsuits relating to the application or Lease Contract, the prevailing party may recover all attorney's fees and litigation costs from the losing party. The community may at any time furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, the rules and financial obligations.

Applicant(s) has read and understands the above statement and to the best of his/her knowledge states that all facts are true and correct. It is further understood that a credit report and complete verification will be issued by an independent agent. Any applicable application fees must be paid prior to processing of the application and are non-refundable. Any false information may be grounds for rejection and /and or forfeiture of all fees and deposits.

If the applicant finds it necessary to cancel a move-in, the Application Deposit and any Administrative Fees will be refunded provided the cancellation takes place within seventy-two (72) hours after submitting an application, regardless of approval status. Application fee is nonrefundable.

**APPLICATION APPROVAL PROCESS & SCORING SYSTEM**-This community utilizes a credit scoring system that incorporates a statistical model comparing information on your credit profile, such as bill paying history, the number and type of accounts, late payments, collection actions, outstanding debt, reported rental history, and the age of accounts, to the credit performance of consumers with similar profiles. (A credit scoring model only uses information on the applicant that pertains to credit, it does not use certain characteristics like - race, color, religion, sex, national origin, handicap, or familial status in its calculation. The scoring system awards points for each factor and considers income, monthly rent, and overall credit history to evaluate how creditworthy you are. If there is limited credit history available, income and rental history will be used to evaluate your application and additional deposits/fees may be required.

The approval process will begin when we have received completed applications from all applicants and occupants. The three outcomes from the approval process are accepted, conditional acceptance, or denied. Additional information and or deposits may be required if a conditional acceptance is recommended. If you are denied credit, the Equal Credit Opportunity Act requires that the creditor give you a notice that tells you the specific reasons your application was rejected or the fact that you have the right to learn the reasons if you ask within 60 days. If a creditor says you were denied credit because you are too near your credit limits on your charge cards or you have too many credit card accounts, you may want to reapply after paying down your balances or closing some accounts. If you are denied credit because of information from a credit report, the Fair Credit Reporting Act requires the creditor to give you the name, address and phone number of the credit reporting agency that supplied the information. You should contact that agency to find out what your report said.

This community does not discriminate on the basis of race, color, religion, sex, national origin, handicap, or familial status. The undersigned applicant(s) and co-signer(s) hereby consent to allow the community, itself or through its designated agents and its employees, to obtain a consumer report and criminal record information, if applicable, on each of us and to obtain and verify each of our credit and employment information for the purpose of determining 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 record reports, if applicable, on each of us in the future to update or review our 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.

I have read and understand the Rental Application Acknowledgement stated above. By signing this application, you declare that all your statements in this application are true and complete. Any false statement on the application will lead to the rejection of my application and/or immediate termination of my lease. Further, if I am subsequently involved in conduct which would have resulted my application being denied as set forth above (even after I sign the lease and take possession of the apartment home), I understand that Landlord may terminate the Lease.

Signature of Applicant	Date	Signature of Spouse	Date

**For Office Use Only**

**Fees/Deposits**

Community Name	Manager/Agent	Application Fee	
Address	Apt. Number	Administrative Fee	
Move-In Date	Lease Term	Application Deposit	
	Rent	Pet	
	\$	Other	
		Other	
		Total	

## SINGLE ENTRY DEBIT AUTHORIZATION FORM

I (we) hereby authorize (Apartment Name), to initiate a debit entry to my (our) account indicated below, and to debit or credit the same such account. If this item is returned unpaid, I authorize an additional returned item fee of the maximum amount allowed by the state to be charged to this account.

### Checking or Savings Account

Type of Account:  Checking  Savings

Depository Financial Institution Name:

Name on Account:

Routing Number

Account Number

### Credit Card Account

Card Type: (check one)  Visa  Mastercard

Name on Card:

Address on file with credit card company:

Credit Card Number:

Card Expiration Date:

CVV:

Amount

\$

Transaction Date

This authorization is to remain in full force and effect for the number of payments authorized above or until (Apartment Name) has received written notification from me (or us) of its termination, in such time and such manner as to afford (Apartment Name) a reasonable opportunity to act on it.

Name:

ID#

State:

Signature:

Date: