

Application Process

We are working with our community to maintain high quality in the neighborhood. We want to make sure that residents do not use the rental property for illegal activity. Therefore, we have a very thorough screening process.

If you meet the application standards and are accepted, you will have the peace of mind knowing that other residents are screened with equal care.

Please review the following list of criteria. If you feel you meet these standards, please apply.

Note: we provide equal and fair housing opportunities. We do not discriminate against race, color, national origin, religion, familial status, sex, or handicap.

“Application Screening Criteria”

A complete application: If a line is not filled in (or the omission unexplained), we will return the application, to you, for completion.

A verifiable rental history: It is your responsibility to provide necessary information that allows us to contact your past landlords. You must have a history of paying your rent on time, have given proper notice and must not owe any money to your landlord. If we are unable to verify your previous Landlords and/or references, we reserve the right to deny your application.

Income and resources: Verifiable gross monthly income must be a minimum of 3.5 times the monthly rent. Fixed monthly obligations may not exceed 25% of such income. If you are roommates, you must each make 2.5 times the rent. A co-signer (parent or legal guardian) must satisfy these same income requirements for full time students. Verifiable income shall include income confirmed by an employer, trust officer, or self employed persons through two (2) years prior tax returns.

One piece of identification with a photo must be shown. Acceptable forms of identification include a driver's license or photo identification card issued by the state or federal government

You will be denied if:

You misrepresent any information on the application. In general, if misrepresentations are found after the rental agreement is signed, your rental agreement will be terminated.

Your credit report reflects accounts that are not current. Management reserves the right to require additional deposit if past payment history is unacceptable.

Previous landlords report significant complaint levels of non compliance activity, including, but not limited to:

- Repeated Disturbance of the neighbor's peace
- Reports of gambling, prostitution, drug dealing and/or drug manufacturing
- Damage to property beyond normal wear and tear
- Report of violence or threats to landlords or neighbors
- Allowing persons, not on the lease, to reside at the residence
- Failure to give proper notice then vacating the property
- Failure to pay rent in a timely manner

Previous Landlords would be disinclined to rent to you again for reasons pertaining to the behavior of yourself, your pets, or others allowed on the property during your residency.

In the last 7 years you have been convicted of any type of crime that would be considered a serious threat to the rental property or neighbor.

Rental Agreement

If you are accepted, you will be required to sign the Rental Agreement in which you will agree to abide by the policies of this rental property. A copy of this contract is available for you review.

Please read the Rental Agreement carefully, as we take each and “every” part seriously. It has been written to protect the rights of both our residents and the owners of the community.

DATE

RESIDENT

RESIDENT

APPLICATION FOR OCCUPANCY

Date _____

Move In Date _____

Management will not be liable for delay in possession of apartment

Rental Rate \$ _____

Community _____
I learned of these apartments from _____

Community Phone _____

Community Fax _____

Community Email _____

Applicant _____

Community Web Site _____

Date of Birth _____
Month Day Year

Drivers License No/State _____

Social Security Number _____

Sex M _____ F _____

Marital Status: Married _____ Single _____

Spouse's Name _____

Spouse's Date of Birth _____

Social Security Number _____

Drivers License No/State _____

Number of Persons who will occupy Apartment _____

OTHER RESIDENTS LIVING WITH YOU

Name _____ Date Of Birth _____ Relationship _____

Name _____ Date Of Birth _____ Relationship _____

Name _____ Date Of Birth _____ Relationship _____

Pet Description _____ Weight _____

RESIDENCE HISTORY FOR LAST TWO YEARS

Present Address _____ Telephone _____

Email _____

How long at this address: _____

1) Amount of rent or mortgage \$ _____ Reason for leaving _____

Paid as an individual \$ _____ Landlords Phone # _____

2) Landlord or Mortgage Co _____ Or Mortgage Loan # _____

\$ _____ Paid as Individual

Previous Address _____ How Long _____

Reason for Leaving _____

1) Amount of Rent or Mortgage \$ _____ Landlords Phone # _____

Paid as Individual \$ _____

2) Landlord or Mortgage Co _____ Or Mortgage Loan # _____

HEAD OF HOUSEHOLED EMPLOYEMENT FOR PAST YEAR (Present Employment on Top Line)

A) Name of Company: _____ Position _____ How Long _____

Address _____

Street Address

City

State

Zip

be held until management can determine if it has incurred any expense or rent loss to this cancellation. These costs will be deducted from this deposit and the balance will be refunded.

APPLICANTS SIGNATURE _____ **APPLICANTS SIGNATURE** _____

RELEASE OF GOOD FAITH DEPOSIT:

I authorize Management to release my good faith deposit of \$ _____ on Apartment _____ and apply it toward a Security Deposit of \$ _____, non-refundable lease fee of \$ _____, non-refundable administrative fee of \$ _____.

RESIDENT _____

DATE _____

APARTMENT NUMBER _____

RENT AMOUNT \$ _____

RENT BEGINS _____

FIRST MONTHS RENT \$ _____

PRO-RATED RENT \$ _____