

Office Use Only	Leasing Agent: _____
	<input type="checkbox"/> Approved - Unit # _____ <input type="checkbox"/> Declined Date: _____
	Security Application Fee Concession: \$ _____ \$ _____ \$ _____
	Lease Term _____ Monthly Rent _____

## APPLICATION FOR RESIDENCY

### I. Applicant / Spouse's Application

Applicant's Name: \_\_\_\_\_  
 Driver License #: \_\_\_\_\_ State: \_\_\_\_\_  
 SS #: \_\_\_\_\_ DOB: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_  
 Email: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_  
 Driver License #: \_\_\_\_\_ State: \_\_\_\_\_  
 SS #: \_\_\_\_\_ DOB: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Student Status:**  Full Time  Part Time  Not Student

**Student Status:**  Full Time  Part Time  Not Student

#### Marital Status:

In order to substantiate your income qualification your marital status must be verified. Please note that the following information is required and will be use for income qualification only:

**Applicant's Marital Status:**  Married  Separated  Widowed  Divorced  Never Been Married

### II. Other Household Members

List only children who are dependent of persons listed on this application:

**Check Student Status:**

Name: _____	Current Age: _____	DOB: _____	SS#: _____	<input type="checkbox"/> F/T <input type="checkbox"/> P/T <input type="checkbox"/> Not Student
Name: _____	Current Age: _____	DOB: _____	SS#: _____	<input type="checkbox"/> F/T <input type="checkbox"/> P/T <input type="checkbox"/> Not Student
Name: _____	Current Age: _____	DOB: _____	SS#: _____	<input type="checkbox"/> F/T <input type="checkbox"/> P/T <input type="checkbox"/> Not Student
Name: _____	Current Age: _____	DOB: _____	SS#: _____	<input type="checkbox"/> F/T <input type="checkbox"/> P/T <input type="checkbox"/> Not Student
Name: _____	Current Age: _____	DOB: _____	SS#: _____	<input type="checkbox"/> F/T <input type="checkbox"/> P/T <input type="checkbox"/> Not Student
Name: _____	Current Age: _____	DOB: _____	SS#: _____	<input type="checkbox"/> F/T <input type="checkbox"/> P/T <input type="checkbox"/> Not Student

Are there any other household members not listed on this or a separate application (i.e., spouse, absent spouse, roommate, or other)?

NO  YES If yes, please explains: \_\_\_\_\_

### III. Residency History

List the past two years of residency history. If additional space is needed please use the back of the application:

**Current Address:** \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_  
 Rent  Own  Other \_\_\_\_\_  
 Landlord's Name: \_\_\_\_\_  
 Landlord's Phone #: \_\_\_\_\_ Rent Amount: \_\_\_\_\_

**Previous Address:** \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_  
 Rent  Own  Other \_\_\_\_\_  
 Landlord's Name: \_\_\_\_\_  
 Landlord's Phone #: \_\_\_\_\_ Rent Amount: \_\_\_\_\_

### IV. Employment History

#### Applicant's Current Employer:

Employer's Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_  
 Anticipated Gross Annual Income: \_\_\_\_\_

#### Spouse's Current Employer:

Employer's Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_  
 Anticipated Gross Annual Income: \_\_\_\_\_

### V. Other Sources of Income (Does the Applicant or Spouse receive any of the following incomes?)

#### Applicant's Other Income:

Source:		Gross Amount Received:
SSI/SSA:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Retirement/Pension:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Unemployment:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Recurring Contribution:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Alimony:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
AFDC/TANF:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Child Support:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Have Child Support Court Order	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Military Service	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Other:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____

If other, list source: \_\_\_\_\_

#### Spouse's Other Income:

Source:		Gross Amount Received:
SSI/SSA:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Retirement/Pension:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Unemployment:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Recurring Contribution:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Alimony:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
AFDC/TANF:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Child Support:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Have Child Support Court Order	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Military Service	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____
Other:	<input type="checkbox"/> NO <input type="checkbox"/> YES	\$ _____

If other, list source: \_\_\_\_\_

**VI. Household Assets**

**Does any household member (including children) have a checking or savings account, IRA, CD, Bonds, Real Estate, or any other type of asset(s)?**

**NO**    **YES**   **If yes, list type of asset and name of institution:**

<b>Applicant</b>	<b>Spouse</b>	<b>Child</b>	<b>Type of Asset</b>	<b>Institution</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**Has anyone in your household disposed of any asset(s) in the past twenty-four (24) months?**

**NO**    **YES**   **If yes, explain:** \_\_\_\_\_

**VII. General Information**

**Emergency Contact Information:**

**Applicant's Emergency Contact:**

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ 2<sup>nd</sup> Phone #: \_\_\_\_\_

Relationship: \_\_\_\_\_

**Spouse's Emergency Contact:**

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ 2<sup>nd</sup> Phone #: \_\_\_\_\_

Relationship: \_\_\_\_\_

**Vehicle Information:**

**Applicant's Vehicle:**

License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Make: \_\_\_\_\_ Type: \_\_\_\_\_ Color: \_\_\_\_\_

**Spouse's Vehicle:**

License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Make: \_\_\_\_\_ Type: \_\_\_\_\_ Color: \_\_\_\_\_

**Other Information Needed:**

**Do you have pets?**

**NO**    **YES**   **If yes, how many?** \_\_\_\_\_

**What kind?** \_\_\_\_\_

**Weight:** \_\_\_\_\_

**What kind?** \_\_\_\_\_

**Weight:** \_\_\_\_\_

**Did you hear about us from one our resident?**    **NO**    **YES**

**If yes, Resident's Name:** \_\_\_\_\_ **Unit #** \_\_\_\_\_

We hereby authorize \_\_\_\_\_ (Company) to make investigations to confirm the contents contained in this application for rental. Furthermore, we authorize investigations be extended or for subsequent investigations to be completed in connection with an update, lease renewal, recertification, extension or collections, with respect or in connection with the rental or lease of a residency for which this application was made. We understand that these investigations might include, but not necessarily be limited to: credit report, verifications of employment, past rental history, banking relations and criminal background check. We consent to these investigations and authorize and direct any employer (past or present), credit reporting agency, landlord, property management company, banking institution and law enforcement agency to release to the above mentioned Company without any liability therefore, any information contained in the records concerning the undersigned applicant and knowledge and agree that any misrepresentation and/or omission of fact or detrimental information contained in this report shall constitute a default under the applicant's initial rental application/lease agreement and may, in the sole discretion of management, be grounds for denial of applicant's rental application or eviction proceedings. We further agree that the information contained in this application may be used in such investigation(s) and above mentioned Company shall be held harmless for any action or claim by me/us in connection with the use of the information contained herein or any investigation conducted by the above mentioned Company.

Credit Check Charge – Applicant has to submit the sum of \$ \_\_\_\_\_ which is non-refundable payment for a credit check and processing charge, receipt of which is acknowledged by management. Such sum is not rental payment or deposit amount. In the event this application is approved or disapproved, this sum will be retained by management to cover the cost of processing application as furnished by applicant. Good Faith Deposit – We hereby deposit \$ \_\_\_\_\_ with management as a good faith deposit in connection with this rental application. If my application is accepted, we understand this deposit can be applied towards payment of my security deposit of \$ \_\_\_\_\_ when we take possession of the apartment. If for any reason management decides to decline my application, the management will refund this good faith deposit in full. We understand we may cancel this application by written notice within twenty-four hours and receive a full refund of this good faith deposit within 30 days of the cancellation. If we cancel after twenty- four hours or refuse to occupy the premises on the agreed upon date, we understand this good faith deposit will be forfeited.

TITLE VII of the CIVIL RIGHTS ACT of 1966 makes discrimination based on race, color, religion, sex or national origin illegal in connection with the rental of most housing. The Federal agency, which administers compliance with this law concerning this company, is The Department of Housing and Urban Development. EQUAL CREDIT OPPORTUNITY ACT - The Federal Equal Opportunity Act prohibits creditors from discriminating against credit applications on the basis of sex or marital status. The federal agency, which administers compliance with this company's Equal Credit Opportunity, is The Federal Trade Commission, Washington, DC 20580.

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Spouse's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

