

**To process your application for an apartment, we must receive:**

- COMPLETED APPLICATION
- \$75 NON-REFUNDABLE APPLICATION FEE for each adult applicant (Personal Checks will not be Accepted)
- AND following documents:
  - Copy of VALID DRIVER'S LICENSE or photo ID such as passport
  - Proof of income (**one** of the following):
    - a. Copy of pay stub- if available
    - b. Current W-2 or letter from employer on letterhead
    - c. Signed federal tax return- if available

All information on the application must be complete and verifiable.

Please note, if you rent an apartment, we require all tenants to carry Renters Insurance. A copy of your insurance policy or proof of insurance must be submitted prior to move in date. This insurance is easily obtained at a low cost, from most insurance companies with just a phone call.

Thank you for your cooperation.

We look forward to welcoming you to our community!

# Application (All information provided will be treated as confidential)

**MOVE- IN FUNDS, INCLUDING: COPY OF RENTERS INSURANCE POLICY, FIRST MONTH'S RENT & SECURITY DEPOSIT, PAYABLE BY MONEY ORDER OR BANK CHECK. NO PERSONAL CHECKS ACCEPTED! NO EXCEPTIONS!! NO CASH ACCEPTED. NO PETS! \*ALL ADULTS LISTED MUST APPLY AS CO-APPLICANTS.**

## APPLICANT

Apartment # Requested: \_\_\_\_\_ Address of Building: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_ Birth date: \_\_\_\_\_

Ph #: ( ) \_\_\_\_\_ Cell #: ( ) \_\_\_\_\_ Work # ( ) \_\_\_\_\_

Unmarried ( ) Married ( ) Separated ( ) Social Security Number: \_\_\_\_\_

Driver's License No. And State: \_\_\_\_\_

Expected Move-In Date: \_\_\_\_\_ Referred by: \_\_\_\_\_

Apartment to be occupied by: \_\_\_\_\_ Adults\* \_\_\_\_\_ Children :Name and ages: \_\_\_\_\_

Present Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

From: \_\_\_/\_\_\_/\_\_\_ To \_\_\_/\_\_\_/\_\_\_ Monthly Rent/Pmt \$ \_\_\_\_\_

Name of Landlord: \_\_\_\_\_ Telephone: \_\_\_\_\_

Previous Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

From: \_\_\_ / \_\_\_ / \_\_\_ To \_\_\_ / \_\_\_ / \_\_\_ Monthly Rent/Pmt \$ \_\_\_\_\_

Name of Landlord: \_\_\_\_\_ Telephone: \_\_\_\_\_

Present Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Telephone: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_

Month Gross Income\$: \_\_\_\_\_ Employment Dates: From: \_\_\_/\_\_\_/\_\_\_/ To \_\_\_/\_\_\_/\_\_\_

Previous Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Telephone: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_

Monthly Gross Income\$: \_\_\_\_\_ Employment Dates: From: \_\_\_/\_\_\_/\_\_\_/ To \_\_\_/\_\_\_/\_\_\_

**APPLICANT**

**Additional Information**

Automobile \_\_\_\_\_ Year: \_\_\_\_\_ Maker: \_\_\_\_\_ Color: \_\_\_\_\_

License No: \_\_\_\_\_ State: \_\_\_\_\_ Monthly Payment: \_\_\_\_\_

Do you own an additional auto/motorcycle/Boat/Trailer? \_\_\_\_\_

**Banking References:**

Checking Account: \_\_\_yes    no\_\_\_ Bank Name \_\_\_\_\_

Savings Account: \_\_\_\_\_yes    no\_\_\_ Bank Name \_\_\_\_\_

**In case of An Emergency Notify:**

Nearest Relative, other than spouse: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

I \_\_\_\_\_ give permission for your company to obtain a credit/ consumer report/criminal background check, from a credit reporting agency to be used in conjunction with this application for tenancy.

I/ We are legal residents of the United States. \_\_\_\_\_

Have you ever filed a petition in bankruptcy? \_\_\_\_\_

Have you ever been evicted from any tenancy? \_\_\_\_\_

Have you ever willfully and intentionally refused to pay any rent when due? \_\_\_\_\_

I DECLARE THE FOREGOING TO BE TRUE UNDER PENALTY OF PERJURY. I AGREE THAT THE LANDLORD MAY TERMINATE ANY AGREEMENT ENTERED INTO IN RELIANCE ON ANY MISTATEMENT MADE ABOVE.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**CO- APPLICANT**

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

Email: \_\_\_\_\_

Birth date: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Driver's License No. and State: \_\_\_\_\_

Present Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Ph#: \_\_\_\_\_

From: \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_ Monthly Rent/Pmt \$ \_\_\_\_\_

Name of Landlord : \_\_\_\_\_ Telephone: \_\_\_\_\_

Previous Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

From: \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_ Monthly Rent/Pmt \$ \_\_\_\_\_

Name of Owner and/ or Community: \_\_\_\_\_  
Telephone: \_\_\_\_\_

Present Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Telephone: \_\_\_\_\_ Extension \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

Month Gross Income\$: \_\_\_\_\_ Employment Dates: From: \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_

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**CO-APPLICANT**

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