



3481S. Evans St. Ste. A \* Greenville, NC 27834  
Phone 252-756-6209 \* Fax 252-756-0437

# APPLICATION TO LEASE

Date Apartment Needed \_\_\_\_\_ Apartment Address Applying For \_\_\_\_\_ # BRs \_\_\_\_\_

**PERSONAL INFORMATION – PLEASE USE FULL NAME INCLUDING MIDDLE NAME (NO INITIAL, NO NICKNAME)**  
 Full Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_  
 Cell Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_  
 Marital Status \_\_\_\_\_ If Married, Spouse is required to complete separate Application  
 Additional Occupants– List all occupants by Name, Sex and Age (Indicate if they are related or non-related roommates; All Permitted Occupants 18 or older must complete a separate Application) \_\_\_\_\_  
 \_\_\_\_\_  
 Physical Address **LIST STREET NOT PO BOX** \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Home Telephone \_\_\_\_\_  
 How long have you lived at this address? \_\_\_\_\_ If renting, Current Landlord \_\_\_\_\_  
 Current Landlord’s Phone Number \_\_\_\_\_ Current Rent Amount \_\_\_\_\_

**CURRENT EMPLOYMENT**  
 Employer \_\_\_\_\_ Position \_\_\_\_\_  
 Employment Status: Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Salary/Hourly Rate \_\_\_\_\_ Number of hours worked per week \_\_\_\_\_  
 Address of Employer \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_ Supervisor \_\_\_\_\_ Length of Employment \_\_\_\_\_

**SECOND JOB/SECONDARY EMPLOYMENT**  
 Employer \_\_\_\_\_ Position \_\_\_\_\_  
 Employment Status: Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Salary/Hourly Rate \_\_\_\_\_ Number of hours worked per week \_\_\_\_\_  
 Address of Employer \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_ Supervisor \_\_\_\_\_ Length of Employment \_\_\_\_\_

**ADDITIONAL INCOME – List any additional income including financial aid, child support, SSI, Disability, Retirement, etc.**  
 Amount Received \_\_\_\_\_ Type of Payment Received \_\_\_\_\_  
 How Often? \_\_\_\_\_ (Monthly? Per Semester?) If Child Support, is amount paid by the court? Yes No (Please Circle One if Applicable)

**STUDENTS PLEASE FILL OUT THE FOLLOWING INFORMATION** **Circle One**  
 Status - Full Time Student \_\_\_\_\_ Part Time Student \_\_\_\_\_ Level - Freshman Sophomore Junior Senior Graduate  
 School/University Attending \_\_\_\_\_  
 Student’s Permanent Address \_\_\_\_\_  
 Mother’s Name \_\_\_\_\_ Mother’s Cell Phone Number \_\_\_\_\_  
 Father’s Name \_\_\_\_\_ Father’s Cell Phone Number \_\_\_\_\_

**ADDITIONAL INFORMATION**  
 Automobile Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ License Plate No \_\_\_\_\_  
 Automobile Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ License Plate No \_\_\_\_\_  
 Emergency Contact \_\_\_\_\_ Telephone \_\_\_\_\_  
 Emergency Contact Relationship to Applicant \_\_\_\_\_  
 Why are you moving from current address? \_\_\_\_\_

**PETS – We reserve the right to restrict dog breed/weight**  
 Do you have a pet? Yes/No (Please Circle One) How many? \_\_\_\_\_ Cat/Dog/Other? \_\_\_\_\_ Dog breed & weight \_\_\_\_\_

**PRIOR RENTAL HISTORY**  
 Date: From \_\_\_\_\_ To \_\_\_\_\_ Address \_\_\_\_\_  
 Landlord/Agent \_\_\_\_\_ Telephone \_\_\_\_\_ Monthly Rent \$ \_\_\_\_\_  
 Date: From \_\_\_\_\_ To \_\_\_\_\_ Address \_\_\_\_\_  
 Landlord/Agent \_\_\_\_\_ Telephone \_\_\_\_\_ Monthly Rent \$ \_\_\_\_\_

**Are you an Active Service Member? Yes or No** (Please Circle One)  
**Have you ever forfeited (or lost) a security deposit to a past Landlord? If yes, explain** \_\_\_\_\_  
**Has a judgment or collection ever been filed against you for non-payment of debts or rent? If yes, explain** \_\_\_\_\_  
**Have you ever been evicted from your home/apartment? If yes, explain** \_\_\_\_\_  
**Have you ever had a bed bug infestation? If yes, how recently and how was the infestation treated/by whom?** \_\_\_\_\_

Applicant Initial \_\_\_\_\_

Wainright Property Management, LLC does not discriminate in the rental of dwellings and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and handicap (disability).

Wainright Property Management, LLC requires the following:

\*Applicant must be 18 years old or older. A separate application form (and non-refundable application fee) is required for every individual who is 18 years old or older.

\*Applicant must meet the rent-to-income ratio. Our Rent to Income Ratio is One to Three. For example, if you want to rent an apartment with the monthly rent of \$500, you must show verifiable income in the amount of \$1500 or more per month. We do consider combined income of spouse/roommate to meet rent-to-income ratio requirements. Child support is considered only if paid by the court. We require proof of income in the form of paystub, employment contract, W2, and/or income tax return. Other forms of income that may be considered include but are not limited to the following: student loans/grants/scholarships, 1099, SSI, Disability, and Retirement. Applicant will be asked to show proof of any income.

\*WPM will only allow a co-signer for full-time students. A parent or guardian may co-sign if the Applicant meets the following requirements: (1) Applicant is a full-time student. (2) Applicant does not income qualify. The Parental Guarantee form must be signed in the presence of a Notary if not witnessed by a WPM staff member. If Applicant is a full-time student who works full-time, a co-signer is not allowed. Parental Guarantee form is available on our website at RentInGreenville.com.

\*Applicant must credit qualify. We may pull a credit report for each Applicant and/or Guarantor. Credit Score is considered only for specials. WPM does not require a certain score for approval. Approval or Denial is based on the content of the credit report rather than a score. Applicant may have a high credit score but be denied based on content of credit report. Items for which an Application may be denied include but are not limited to the following: (1) significant number of negative accounts-including medical accounts/unpaid student loan debt (2) collection/judgment from prior rental/apartment (3) bankruptcy (4) foreclosure.

\*WPM may pull criminal record for every Applicant/Permitted Occupant 18 or older.

\*Rental History may be verified. If Applicant has current or prior rental history, WPM requires contact information so that we may verify payment history and tenancy.

\*WPM charges a non-refundable application fee per Applicant.

WPM reserves the right to Approve/Deny any Application based on the discretion of Management.

***It is Applicant's understanding that this Application is preliminary only and involves no obligation of the owner or its Agent to approve this Application or to deliver occupancy of the proposed premises. If this Application is accepted, the security deposit will be applied to the lease and damages agreement and Applicant forfeits all claims to the security deposit as liquidated damages if Applicant cancels after acceptance.***

***Applicant certifies the provided information is true and accurate. By signing this application, Applicant gives permission to Wainright Property Management, LLC to verify by phone/fax/email or other means any information listed including but not limited to rental/employment verification. Applicant also understands and agrees that credit will be verified by a credit report and hereby authorizes such verification. Applicant understands and agrees criminal record will be verified by a criminal record report and hereby authorizes such verification. In addition, Applicant agrees to pay a reasonable non-refundable fee for said application process, including but not limited to credit/criminal record report(s).***

***Note: Security Deposit must be paid with MONEY ORDER or CASHIER'S CHECK. Pro-rated rent PLUS rent for the next full month will be charged when keys are picked up if move in date is the 20<sup>th</sup> of the month or later.***

Applicant has read and understands the requirements for Application.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Date

How did you hear about Wainright Property Management, LLC?  For Rent Signs  Internet/Google Search  
 Yellow Pages  Apartments.com  
 ECU/PCC University Web Page  
 I was a Previous Tenant of Wainright Property Management  
 Personal Reference-Write in name/address of reference if WPM Tenant \_\_\_\_\_

**NOTICE: Rental rates based on a 12-month contract and current market conditions. Additional fees and increased rental rate applies to short-term lease. Pre-lease requires 12-month contract. No special applies with short-term lease or pre-lease. Rent prices subject to change without notice.**

**WPM USE**  
PHOTO ID ATTACHED \_\_\_\_\_  
PET PHOTO ATTACHED \_\_\_\_\_  
Fee Paid \_\_\_\_\_  
Please initial & date fee paid, indicate check number or cash

**\*\*NON-REFUNDABLE APPLICATION FEE \$60\*\***

**\*\*NON-REFUNDABLE LEASE SIGNING/DOC FEE \$60\*\***

**\*\*CASH PAYMENT ACCEPTED FOR APPLICATION FEE & LEASE SIGNING/DOC FEE ONLY\*\***