

# PINNACLE MANAGEMENT

6200 Pleasant Ave., Suite 1 Fairfield, OH 45014 Phone: (513) 829-Rent, Fax (513) 939-1639

## Rental Application

### • Unit Information

\_\_\_\_\_ / \_\_\_\_\_ / \$ \_\_\_\_\_ / \$ \_\_\_\_\_  
Property Address Unit # Monthly Rental Monthly Premium

\_\_\_\_\_ / \_\_\_\_\_ mths / \$ \_\_\_\_\_  
Proposed Move-In Date Lease Term\* Security Deposit

*\*The equivalent of one (1) months rent premium for any short term lease. Three (3) month minimum lease.*

### • Personal Information (Any adult, 18 or older, who is to reside at the property must fill out an application, be approved, and sign lease.)

\_\_\_\_\_ / \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ / \_\_\_\_\_  
Full Name Social Security Number Date of Birth

\_\_\_\_\_ / (\_\_\_\_\_) \_\_\_\_\_  
Current Address City State Zip Telephone #

\_\_\_\_\_ Rent or \_\_\_\_\_ Own How long at this address? \_\_\_\_\_ mths/yrs. \$ \_\_\_\_\_ Monthly Payment

\_\_\_\_\_ / (\_\_\_\_\_) \_\_\_\_\_  
Name of Owner, Management Co., or Mortgage Lender for current address. Telephone #

*(Only complete this portion if at Current address less than 2 years)*

\_\_\_\_\_ Address City State Zip

\_\_\_\_\_ Rent or \_\_\_\_\_ Own How long at this address? \_\_\_\_\_ mths/yrs. \$ \_\_\_\_\_ Monthly Payment

\_\_\_\_\_ / (\_\_\_\_\_) \_\_\_\_\_  
Name of Owner, Management Co., or Mortgage Lender for this address. Telephone #

Name (s) of ALL and ONLY individuals to reside at Pinnacle Property:

Full Name	Relationship	Date of Birth
_____ / _____	_____ / _____	_____ / _____
_____ / _____	_____ / _____	_____ / _____
_____ / _____	_____ / _____	_____ / _____
_____ / _____	_____ / _____	_____ / _____
_____ / _____	_____ / _____	_____ / _____
_____ / _____	_____ / _____	_____ / _____

Person to Contact in Case of Emergency: \_\_\_\_\_ Relationship \_\_\_\_\_

Address: \_\_\_\_\_ Telephone #: (\_\_\_\_\_) \_\_\_\_\_

### • A. Employment Information - (Primary Employer) - Please provide proof of income, ie. paystubs, W-2, etc.

\_\_\_\_\_ / (\_\_\_\_\_) \_\_\_\_\_ / \_\_\_\_\_  
Employer Telephone # Hire Date

\_\_\_\_\_ / \$ \_\_\_\_\_ Hr / Wk / Mth / Yr.  
Address Position Salary

### • B. Employment Information - (Secondary Employer)

\_\_\_\_\_ / \$ \_\_\_\_\_ Hr / Wk / Mth / Yr. / (\_\_\_\_\_) \_\_\_\_\_ / \_\_\_\_\_  
Employer Telephone # Hire Date

### • Additional Income

\_\_\_\_\_ \$ \_\_\_\_\_ Hr / Wk / Mth / Yr.  
Source of Income (Child Support, SSI, etc.)

### • Banking Information

Bank Name: \_\_\_\_\_ Acct. # \_\_\_\_\_

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- Vehicle Information** (Only 2 road-worthy vehicles permitted per unit. Due to size of parking spaces, some larger vehicles {Semi, 1 ton trucks, etc.} are prohibited. If any questions, check with Management.)

License Plate #	/	State	/	Year	/	Make/Model	/	Color
License Plate #	/	State	/	Year	/	Make/Model	/	Color

- Pet Information** A \$50.00 per month rental premium will be charged. ANY RESIDENT FOUND TO HAVE A PET ON OR ABOUT THE PREMISES, WITHOUT THE WRITTEN CONSENT OF THE MANAGEMENT, WILL BE SUBJECT TO NOT LESS THAN A \$150.00 FINE. Other restrictions such as weight limit (50 lbs.) and certain breed types do apply.

Breed	/	Age	/	Weight	lbs. /	Pet Name
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- Disclosure**

Have you ever filed for Bankruptcy or plan to do so in the next year? No \_\_\_\_\_ or If Yes, \_\_\_\_\_ when: \_\_\_\_\_

Are you currently under Eviction or have you ever been evicted from a place of residency? No \_\_\_\_\_ or Yes \_\_\_\_\_

Have you ever been convicted of a felony? No \_\_\_\_\_ or If Yes, \_\_\_\_\_ list date of conviction and felony charge:

Date	Felony Charge
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- Statement of Rental Policy**

**1. We are an Equal Opportunity Housing Provider.** We fully comply with the Federal Fair Housing Act. We do not discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin. We comply with all state and local fair housing laws.

**2. Unit Availability.** All vacant units and those scheduled to become vacant are considered available and on the market until an application is submitted to Pinnacle Management, a \$50.00 application fee and \$100.00 holding fee are paid. Applicant agrees that if a \$100.00 holding fee is paid but he/she fails to submit an application within 24 hours then the \$100.00 is forfeited to Pinnacle Management and the unit will again be eligible for rent. If Applicant's application is approved for the unit, the \$100.00 will transfer to his/her Security deposit. **The balance of the Security deposit must be paid with a cashier's check or money order, the lease signed within 3 business days, and possession of premises taken within 15 days of application approval.**  
**If applicant is approved but does not sign their lease, or at any time backs out of the application process, the \$100.00 is forfeited to Pinnacle Management as payment for taking the unit off the rental market.**

**3. Occupancy Guidelines.** To prevent overcrowding and undue stress on plumbing and other building systems, we restrict the number of occupants who may reside in a unit. **We allow two occupants per bedroom.** Since we will accept applications on units before they are vacant, Applicant(s) understands and agrees to hold Pinnacle Management, its Owners or Agents, completely harmless should this unit not become available as predicted due to "hold over residents" or any other situation beyond Pinnacle Management's control. Since we are constantly updating our availability list, a unit that was unavailable in the morning may become available later that same day and vice versa.

**4. Application Process. We accept and evaluate every rental application in the following manner:**

An applicant must complete a rental application by answering ALL questions and paying a \$50.00 non-refundable application fee. If an applicant meets all of the following criteria, he/she will be approved.

**A. Income.** 28% of gross income to equal or be higher than the rental rate being applied for. We combine all verifiable income for all adults, 18 or older, on the application (s). Proof of income is required.

**B. Rental History.** Favorable rental and/or payment history from previous landlord (s) and/or Mortgage Co.(s).

**YOU WILL BE DENIED IF YOU ARE CURRENTLY UNDER EVICTION.**

**C. Credit History.** Your credit report must be satisfactory.

**D. Employment.** A minimum of one year of continuous employment.

**5. Rental Insurance.** All approved applicants must submit written proof of Renters Insurance applicable for the term of the lease. This policy must cover both personal contents and meet or exceed our required liability coverage. Since properties verify drastically, please verify insurance coverage requirements with office.

I recognize that this application is for a residence and is subject to approval or denial. I hereby state that the information provided is true and give authorization for Pinnacle Management to: (1) obtain a credit report and (2) verify the above information, references, and/or any additional information deemed necessary for current or future collection purposes. **Should any statement made above be a misrepresentation or untrue, the holding deposit will be retained as compensation to the Management Company for holding the unit off the market.**

A \$50.00 Non-Refundable Fee is required to process applications. Paid \_\_\_ / \_\_\_ / \_\_\_ Cash / Ck# \_\_\_\_\_

A \$100.00 Holding Deposit is required to take unit off market. Paid \_\_\_ / \_\_\_ / \_\_\_ Cash / Ck# \_\_\_\_\_

X \_\_\_\_\_ / \_\_\_\_\_  
 Applicant Signature Date