

Welcome

We appreciate your interest in one of our communities. Before filling out the attached application we would like to share information about CENTIS Properties, LLC.

- *We want all of our tenants to have a safe and comfortable community to live in. We provide increased lighting in our park, park curfew and increased patrol by local authorities.*
- *We encourage our tenants to look out for one another and promote a sense of community.*
- *We have a thorough screening process for all applicants including a criminal background check.*

Please review our list of criteria. If you feel you meet the criteria, then we welcome you to apply. We provide equal housing opportunity.

- 1) *An application is required for **EACH adult** who will be residing at the residence (18 yrs and older)*
- 2) *We require **copy of photo ID** (driver's license or other government-issued photo ID)*
- 3) *Rental history must be verified by unbiased sources (no relatives)*
- 4) *Section 8 applicants must allow information access (we must be able to verify information regarding rental history from local public housing agency)*
- 5) *No **drug or gang** activity is permitted on the premises nor is any other type of illegal activity or behavior.*
- 6) ***We must be able to verify independently the amount and stability of your income** through sources such as pay stubs, employer/source contact or through tax records. If self-employed, you will need to submit a business license, tax records, bank records or client references. **Income should be 2.5 times the monthly rent.***
- 7) *Tenants are responsible for their conduct and that of their guests while on the property*
- 8) *No Tenant or their guest will be allowed to interfere with the peace of the other tenants or the community.*
- 9) **NO Pets allowed.**
- 10) *Additional information may be viewed at **www.centisproperties.com***

Fax & Phone: 1-866-563-8777
Email: rent@centisproperties.com

Mail: CENTIS Properties, LLC
P.O. Box 1869, Midlothian, VA 23113-1869

Application Date: _____ Unit Address: _____

PERSONAL DATA

Full legal name: _____ Date of Birth: _____
First Middle Last

Phone #: _____ Email: _____

SSN: _____ Driver License #: _____ Expiration Date: ____/____/____

Lease in your name? ☐ Yes, liable for lease agreement ☐ No, applying as an approved resident only.

CURRENT ADDRESS (include zip code): _____

Landlord Name: _____ Landlord Phone: _____

Reason for Moving: _____

When did you move in? _____

Do you rent this residence? _____yes _____no

Is your name on the lease? _____yes _____no

Have you given written notice to leave? _____yes _____no

PREVIOUS ADDRESS (include zip code): _____

Landlord Name: _____ Landlord Phone: _____

Reason for Moving: _____

When did you move in? _____ out? _____

Did you rent this residence? _____yes _____no

Was your name on the lease? _____yes _____no

Did you give written notice to leave? _____yes _____no

CURRENT EMPLOYMENT / INCOME:

Name of Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

Supervisor: _____

Your position: _____

Start date: _____

Employer's Phone: _____

Monthly Income: _____

PREVIOUS EMPLOYMENT: (if current employment is less than 6 months)

Name of Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

Supervisor: _____

Your position: _____

Start date: _____

Employer's Phone: _____

Monthly Income: _____

Fax & Phone: 1-866-563-8777
Email: rent@centisproperties.com

Mail: CENTIS Properties, LLC
P.O. Box 1869, Midlothian, VA 23113-1869

PERSONAL HISTORY:

Have you EVER?.....

Declared bankruptcy? ☐ yes ☐ no

Been asked to move out or evicted? ☐ yes ☐ no

Broken a rental agreement or lease? ☐ yes ☐ no

Been sued for nonpayment of rent? ☐ yes ☐ no

Been sued for damage to rental unit? ☐ yes ☐ no

Been convicted of a felony or misdemeanor? ☐ yes ☐ no

- If yes to any questions, please give details: _____

What states have you lived in: _____

YOUR VEHICLE:

Car Make: _____ Model: _____ Year: _____

Color: _____ License Plate: _____

OTHER OCCUPANTS: (18 yrs. and older must complete full application)

Name: _____ Date of Birth: ____/____/____ SSN: _____

Relationship: _____

Name: _____ Date of Birth: ____/____/____ SSN: _____

Relationship: _____

Name: _____ Date of Birth: ____/____/____ SSN: _____

Relationship: _____

Name: _____ Date of Birth: ____/____/____ SSN: _____

Relationship: _____

EMERGENCY CONTACT:

Name: _____ Phone # _____

Address: _____ Relationship _____

to Applicant: _____

By signing the application, you grant us permission to communicate with the contact listed in this section in the event we can't locate you.

Fax & Phone: 1-866-563-8777
Email: rent@centisproperties.com

Mail: CENTIS Properties, LLC
P.O. Box 1869, Midlothian, VA 23113-1869

APPLICANT REFERENCES: (no relatives or friends)

Name: _____ Phone #: _____

Relationship: _____

Name: _____ Phone #: _____

Relationship: _____

Do you have any pets? _____ NO YES _____

All requested information must be completed

Agreement & Authorization Signature:

I hereby state and represent that the information in this application is complete and accurate. I understand that in the event a lease is entered into it may be cancelled by the Landlord if any of the information provided in the application is materially inaccurate or incomplete. I hereby authorize the Landlord or the Landlord's agents to verify the information on the application. Verification or re-verification of any information contained in the application will be retained by Landlord. I authorize Landlord to obtain information about me, including, but not limited to, this application, my employment, my credit, my tenant history, any court records and/or my criminal record, and I hereby authorize and instruct any entity or person contacted by Landlord or Landlord's agents to release such information to them.

I understand that this is an application only and does not constitute a rental or lease agreement in whole or part.

Applicant (Print Name) _____

Applicant (Signature) _____ Date: ____/____/____

Do you know of anyone else who may be interested in renting from us?
We offer a referral reward program!

Fax & Phone: 1-866-563-8777
Email: rent@centisproperties.com

Mail: CENTIS Properties, LLC
P.O. Box 1869, Midlothian, VA 23113-1869

APPLICANT'S AUTHORIZATION TO RELEASE RECORDS

CENTIS Properties, LLC
P.O. Box 1869
Midlothian, VA 23113-1869
1-866-563-8777

TO: _____
[NAME OF BUSINESS OR INSTITUTION WHERE INFORMATION IS REQUESTED]

I, _____, AUTHORIZE CENTIS Properties, LLC
APPLICANT LANDLORD

TO BE ABLE TO OBTAIN ANY PERTINENT CREDIT, EMPLOYMENT, BANKING, OR RESIDENCE INFORMATION AS IS NECESSARY IN CONJUNCTION WITH MY PENDING APPLICATION FOR RESIDENCY. I HEREBY AUTHORIZE THE RELEASE OF THOSE RECORDS TO THE LANDLORD NAMED ABOVE. I EXPRESSLY AGREE TO WAIVE ANY PRIVILEGES WITH RESPECT TO ANY INFORMATION RELEASED TO THE LANDLORD NAMED ABOVE.

APPLICANT SIGNATURE: _____

DATE: _____