

RENTAL APPLICATION

Varcity Management Company, Property Manager

NOTICE TO APPLICANT: You must provide all information requested, in legible form, and sign below and on the reverse side or your application may be denied.

PERSONAL (Please Print)

APPLICANT NAME	TELEPHONE NO.	DRIVER'S LICENSE NO.	SOCIAL SECURITY NO.
HOUSE NUMBER & STREET	WE REQUIRE THAT A RESPONSIBLE THIRD-PARTY SUCH AS A PARENT OR GUARDIAN CO-SIGN FOR YOUR PORTION OF THE RENTAL OBLIGATIONS. IS THIS A PROBLEM? YES _____ NO _____		WE COLLECT RENT ON A SEMESTER BASIS. IS THIS A PROBLEM? YES _____ NO _____
CITY, STATE, ZIP CODE			
PERMANENT ADDRESS, CITY, STATE, ZIP CODE (IF APPLICABLE)	If response above is yes, please explain.		Email Address (print clearly)
BANK NAME AND CITY	APPLICANT'S PERMANENT AND/OR SUMMER PHONE NO.		
BANK ACCOUNT NUMBER	ARE YOU 18 OR OLDER?		

EMPLOYMENT

EMPLOYER (CURRENT)			TELEPHONE NO.	
STREET ADDRESS		CITY	STATE	ZIP CODE
DATES OF EMPLOYMENT	POSITION	WEEKLY INCOME	SUPERVISOR'S NAME	

RESIDENTIAL HISTORY

PRESENT LANDLORD	DATES OF OCCUPANCY	REASON FOR LEAVING	
LANDLORD'S STREET ADDRESS	CITY, STATE	ZIP CODE	TELEPHONE NO.
PREVIOUS LANDLORD	DATES OF OCCUPANCY	REASON FOR LEAVING	
LANDLORD'S STREET ADDRESS	CITY, STATE	ZIP CODE	TELEPHONE NO.

ADDRESS OF DWELLING PREVIOUSLY LEASED

IN CASE OF AN EMERGENCY, NOTIFY:

DO YOU HAVE ANY PETS? IF SO, SPECIFY TYPE, BREED, ADULT WEIGHT:

(NAME & ADDRESS, NEAREST RELATIVE)	TELEPHONE NO.	
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NOTE TO THE APPLICANT:

AN INVESTIGATIVE CONSUMER REPORT MAY BE OBTAINED CONTAINING INFORMATION ABOUT YOUR CREDIT, PERSONAL CHARACTERISTICS, AND/OR MODE OF LIVING FROM CONSUMER REPORTING AGENCIES OR OTHER SOURCES. UPON WRITTEN REQUEST, YOU WILL BE PROVIDED INFORMATION CONCERNING THE NATURE AND SCOPE OF THE INVESTIGATION, AND YOU MAY REQUEST A WRITTEN SUMMARY OF YOUR RIGHTS AS PROVIDED IN 15 USC 1681g (c) . UPON SUBMISSION OF THIS APPLICATION, I AUTHORIZE THE LESSOR TO INVESTIGATE MY CREDIT AND RENTAL HISTORY, TO THE EXTENT ALLOWED BY LAW, AND TO OBTAIN INFORMATION FROM CONSUMER REPORTING AGENCIES, EMPLOYERS, LANDLORDS, MORTGAGE COMPANIES, OR OTHER SOURCES.

PLEASE SIGN BELOW AND ON THE REVERSE SIDE

Applicant's Signature: _____ **Date:** _____

All real estate advertised or shown is subject to federal and state fair housing laws that make it illegal to advertise any preference, limitations, or discrimination based on race, color, religion, sex, disability, familial status, age, height, weight, marital status or national origin, or intention to make any such preference, limitation or discrimination. Please be informed that all dwellings, rooms and apartments are advertised and available on an equal opportunity basis.

CONTINUE ON REVERSE SIDE

DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIPS

**Varcity Management Company
Property Manager**

Before you disclose confidential information to a real estate licensee regarding a real estate transaction, you should understand what type of agency relationship you have with the licensee.

Michigan law requires real estate licensees who are acting as agents of Landlords and Owners (hereinafter referred to as "Owners") or Tenants of real property to advise the Owner or potential Tenants with whom they work of the nature of their agency relationship.

Owner's Agent

An Owner's agent, under a listing or management agreement with the Owner, acts solely on behalf of the Owner. An Owner can authorize an Owner's agent to work with subagents, Tenant's agents and/or transaction coordinators. A subagent is one who has agreed to work with the Owner's agent, and who, like the Owner's agent, acts solely on behalf of the Owner. Owner's agents and subagents will disclose to the Owner known information about the Tenants which may be used to the benefit of the Owner.

Tenants' Agent

A Tenants' agent, under a tenant agency agreement with the Tenants, acts solely on behalf of the Tenants. Tenants' agents and subagents will disclose to the Tenants known information about the Owner which may be used to benefit the Tenants.

Dual Agent

A real estate licensee can be the agent of both the Owner and the Tenants in a transaction, but only with the knowledge and informed consent, in writing, of both the Owner and the Tenants. In such a dual agency situation, the licensee will not be able to disclose all known information to either the Owner or the Tenants. The obligations of a dual agent are subject to any specific provisions set forth in any agreement between the dual agent, the Owner, and the Tenants.

Disclosure and Acknowledgment

Varcity Management Company and its representatives are acting as agents for the Owner and not as agents for the Tenants. This form is provided to prospective Tenants/applicants before the disclosure of confidential information.

The undersigned prospective Tenant/applicant confirms that he/she has reviewed the above information before disclosure of any confidential information.

Signature

Date

AN INVESTIGATIVE CONSUMER REPORT MAY BE OBTAINED CONTAINING INFORMATION ABOUT YOUR CREDIT, CHARACTER, PERSONAL CHARACTERISTICS, AND/OR MODE OF LIVING FROM CONSUMER REPORTING AGENCIES OR OTHER SOURCES. UPON WRITTEN REQUEST, YOU WILL BE PROVIDED INFORMATION CONCERNING THE NATURE AND SCOPE OF THE INVESTIGATION, AND YOU MAY REQUEST A WRITTEN SUMMARY OF YOUR RIGHTS AS PROVIDED IN 15 USC 1681G(C).

THE UNDERSIGNED APPLICANTS AUTHORIZE VARCITY MANAGEMENT COMPANY TO INVESTIGATE THEIR CREDIT, EMPLOYMENT, RENTAL HISTORY AND PUBLIC RECORDS, TO THE EXTENT ALLOWED BY LAW, AND TO OBTAIN ANY AVAILABLE INFORMATION FROM CONSUMER REPORTING AGENCIES, EMPLOYERS, LANDLORDS, MORTGAGE COMPANIES, LAW ENFORCEMENT AGENCIES, STATE OR FEDERAL COURTS OR AGENCIES, OR OTHER SOURCES.

APPLICANTS AFFIRM AND REPRESENT THAT THE INFORMATION PROVIDED IN THIS APPLICATION IS TRUE AND ACCURATE.

Applicant:

Name (print) _____

Signature _____

Date: _____

Instructions for Renting from Varcity Management LLC.

1. Find a rental you are interested in.
2. Print out this rental application. Have everyone in your group fill out an application.
3. Complete the online rental application, submit it, and send \$50.00 per person via Venmo to @varcitymgtllc.
4. The security deposit is equal to one month's rent. The cleaning fee is \$500.00 per property
5. Rent pre-payment equivalent to one month's rent is due at lease signing.
6. All rents must be paid by the semester.
7. Please remember that washers and dryers are provided at additional charge of \$160.00 per set, per semester.
8. Renter's Insurance Requirement – All residents are required to maintain renter's insurance during the term of the lease, with at least \$100,000.00 in personal liability coverage. Proof of insurance must be provided before move-in and kept current throughout residency. Landlord's insurance does not cover residents' personal property.

Thanks:

Varcity Management LLC.

PO Box 317

East Lansing, MI 48826

Phone: 517-242-6500

Fax: 517-664-4142

Email: support@varcitymgt.com