



Applicant Last Name(s): _____
Property Name: _____
Desired Floor Plan/Unit: _____
Moving Date: _____
Leasing Consultant: _____

APPLICATION FOR RESIDENCY

Once approved, a hold fee of \$250 must be received within 48 hours.

We do not accept cash. Payments must be made with check, money order or online.

Reservation of Apartment

Once approved, a hold fee of \$250 must be received within 48 hours.

Security Deposit equal to one month's rent is due prior to move-in.

Employment Verification

You must provide one current month of income. This can be paystubs, social security award letter, financial aid award letter. All employment will be verified.

Income Qualification:

You must make 3 times the rent per month in order to income qualify. If you do not meet our income requirements, you will need a co-signer who makes 3 times the income per month alone.

Credit Qualification:

Our minimum credit score is 600 to be approved. If you are between 580 and 600, you must apply with a co-signer. Any credit score under 580 will not be approved.

Renter's Insurance

Renters insurance is mandatory. We require a minimum of \$100,000.00 in personal liability protection. Proof of coverage must be provided at time of move-in.

Background/Credit Check

This is required of every applicant, co-applicant and occupant.

Co-Signer/Occupant

All co-signers must complete the same process as applicant. Occupants must have a background check in order to be authorized to live in unit. They are to provide name and birthday.

Application is to be filled out as much as possible and will not be screened until all proof of income and other required documentation is received.



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APPLICATION FOR RESIDENCY

Lease Holder Co-signer Occupant

First _____ Middle _____ Last _____
 Phone _____ Cell _____ Work _____
 E-mail Address _____
 Date of Birth _____ Social Security# _____
 Driver's License# _____ State _____

Have you ever been arrested, convicted or have pending charges of a crime? Yes No

Current Address _____ City _____
 State _____ Zip _____
 Rent \$ _____ Move-in Date _____
 (Less than 1 year, please list previous address information)

Previous Address _____ City _____
 State _____ Zip _____
 Rent \$ _____ Move-in Date _____

Employment Information *Must provide income verification for all sources

Current Employer _____ Position/Title _____
 Address _____ City _____ State _____ Zip _____
 Supervisor _____ Phone _____
 Gross Yearly Income \$ _____ Starting Date _____
 (Less than 1 year, please provide previous employment information)

Previous Employer _____ Position/Title _____
 Address _____ City _____ State _____ Zip _____
 Supervisor _____ Phone _____
 Gross Yearly Income \$ _____ Starting Date _____

Additional/Other income Source _____ Yearly Amount \$__ (Must provide proof of other income)

Where did you hear about us? _____



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Pet Information

Do you have pets? Yes No

Type _____ Weight _____ Name _____

Type _____ Weight _____ Name _____

Vehicle Information

Do you have a vehicle? Yes No

Make _____ Model _____ Color _____ Year _____ Plate _____

Make _____ Model _____ Color _____ Year _____ Plate _____

Emergency Contact

Do you give them access to enter your apartment under any circumstance? Yes No

Name _____ Phone# _____

Address _____ Relation: _____

PLEASE READ AND SIGN BELOW:

I authorize you to contact landlord, credit, employment, and personal references that I have given on this application, as well as obtain my consumer credit report. The information I have given on this application is, to the best of my knowledge, true and correct. I understand that if it is discovered that information, I provided was false, my deposit will be forfeit.

I understand that all deposits paid are non-refundable, if I choose not to occupy an apartment owned by this agency. If my application is not approved by this agency, I will receive a refund of my deposit(s). If my application is approved and I sign a lease, the deposit(s) paid will be applied to my security deposit. If my application is approved and I choose not to occupy the apartment, I understand I am forfeiting my deposit(s) in full. I also understand that if approved for this apartment, I am responsible for providing copies of my last four pay stubs and my driver's license prior to receiving keys to my apartment.

I recognize that as a part of your procedure for processing my application, an investigative consumer report may be prepared whereby information is obtained through personal interviews with others with whom I may be acquainted. This inquiry includes information as to my character, general reputation, personal characteristics and mode of living as permitted by state law.

I authorize an investigation of my credit, tenant history, banking and employment for the purposes of renting a house, apartment, or condominium from this owner, manager, brokerage, finder, agent or leasing company

 Name (please print)

 Signature

 Date