

# The Chadwick Apartments Rental Application

12412 S. 36th Street

Bellevue, NE 68123

(402) 291-1656

[info@thechadwickapts.com](mailto:info@thechadwickapts.com)

[thechadwickapts.com](http://thechadwickapts.com)

	Office Use Only		
# of Apps: _____	CW _____	CE _____	HC _____
APT# _____	BLDG # _____	GAR # _____	
<b>Each adult (19 or older) must fill out a separate application.</b>			
<b><u>There is a non-refundable fee of \$25.00 / per-adult to apply, check or money order only, due on submission of application.</u></b>			

Proposed date of occupancy: \_\_\_\_\_

Today's Date: \_\_\_\_\_

I \_\_\_\_\_ (FULL NAME) hereby make application to rent an apartment at the premises known as; **The Chadwick Apartments, 12412 S. 36th street, Bellevue, NE 68123** to be used for living purposes and no other purpose at the rental rate of **\$1100.<sup>00</sup>** for a 3-bedroom unit, **\$890.<sup>00</sup>** per month for a 2-bedroom unit, and **\$745.<sup>00</sup>** per month for a 1-bedroom unit, payable in advance at the Chadwick leasing Office.

I will sign a rental agreement for **12 months** with the understanding that upon expiration of my lease I am to give one full calendar month prior written notice before vacating the premises if I decide to do so.

I warrant that the statements contained below are true, and I hereby authorize the lessor and or any credit service used by the lessor to investigate and verify my credit transactions and the information furnished below. I hereby give The Chadwick Apartments the authorization to run a **credit report** through credit reporting service of choice, and check with my current and previous landlords as to any problems or delinquency of rental payments, which may affect application approval. A **\$25.00 (non-refundable)** fee will be assessed by the prospective resident for processing the application and credit report (via The Chadwick Apartments). All occupants of the residence 19 years of age must fill out an application and be on the Lease.

First Name: \_\_\_\_\_ Middle: \_\_\_\_\_ Last Name: \_\_\_\_\_

Other names you have used in the past: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Date of birth (MM/DD/YYYY): \_\_\_\_\_

State & Driver's License #: \_\_\_\_\_

Present address: \_\_\_\_\_

How long have you lived at your present address: \_\_\_\_\_

Why are you moving from your current address?

\_\_\_\_\_

Phone #'s: Mobile: \_\_\_\_\_ Home: \_\_\_\_\_

Work: \_\_\_\_\_

Email Address: \_\_\_\_\_

Do you own a pet? Y / N If yes, what kind? \_\_\_\_\_

**Current Landlord Name, Address and Phone Number:**

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**Previous addresses from the last 3 years:**

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**Have you ever been evicted, or owe any back rent:** \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

**Current Employer:** \_\_\_\_\_ Rank (if military): \_\_\_\_\_

Occupation: \_\_\_\_\_ Length of present employment: \_\_\_\_\_

Employer's Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Monthly income (gross): \_\_\_\_\_

If employed less than two years, previous employer, address & phone number:

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Have you ever been convicted of a criminal offense other than a minor traffic violation? \_\_\_\_\_

If "yes," explain: \_\_\_\_\_

**We will submit a credit check and possibly a criminal background check. Is there anything negative we will find that you wish to comment on?**

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**References** (list two financial): Example; credit card, student loan, car loan ect.

Name (financial): \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Name (financial): \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

**Emergency Contact (relative or friend):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

**List all motor vehicles owned, including motorcycles: (# of vehicles \_\_\_\_\_)**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Lic. Plate #: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Lic. Plate #: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Lic. Plate #: \_\_\_\_\_

**Name and date of birth of all persons other than applicant who will be residing with the apartment:**

Name \_\_\_\_\_ DOB \_\_\_\_\_

Name \_\_\_\_\_ DOB \_\_\_\_\_

Name \_\_\_\_\_ DOB \_\_\_\_\_

**Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**Non-Refundable Holding Deposit (\*\*Not required until the app is approved!)**

I, (Tenant) \_\_\_\_\_ request that the landlord accept \$\_\_\_\_\_ as a holding deposit for \_\_\_\_\_ Apt# \_\_\_\_\_, and the payment of such deposit shall result in the Landlord not accepting any other tenant(s) for rental of this apartment up and until the commencement of my lease on \_\_\_\_\_.

I understand that this deposit will be credited to my security deposit when I move in.

I further understand and agree that if I should change my mind or become unable to move in for any reason, other than Landlord exercising discretion not to rent the apartment, this holding deposit will be forfeited by me, and I will receive no refund of the deposit.

Monthly rent per lease will be due upon move in the amount of \$\_\_\_\_\_.

I agree and acknowledge that Landlord may choose not to rent to me for any reason, however, upon Landlord so electing not to rent to me, I will be entitled to a full refund of the holding deposit.

**Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_**

(For office use only)

I, (Agent) \_\_\_\_\_ received \$\_\_\_\_\_ representing the The Chadwick Apartments and a non-refundable holding deposit for:

\_\_\_\_\_ Apt# \_\_\_\_\_, Bellevue, Nebraska.

This holding deposit shall be credited to the tenant's security deposit upon move-in. However, if the tenant does not move in for any reason, other than Landlord's decision not to rent the apartment, this holding deposit shall be forever forfeited and shall not be refunded. Lastly, I retain the right to not rent to this apartment for any reason and in my own sole discretion, however, if I so exercise my discretion not to rent this apartment I will return the holding deposit in full.

**Landlord Signature \_\_\_\_\_ Date \_\_\_\_\_**

Application taken By: \_\_\_\_\_ Date: \_\_\_\_\_ Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_

Application Fee: **\$25.00** By: \_\_\_\_\_ Date: \_\_\_\_\_ Method of Payment: \_\_\_\_\_

Deposit received: \$ \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_ Method of Payment: \_\_\_\_\_

## Rental Verification Request

ATTENTION: \_\_\_\_\_ DATE: \_\_\_\_\_

FROM: The Chadwick Apartments \_\_\_\_\_ Leasing Agent/Manager  
*Property* *Name* *Title*

Office Phone: (402) 291-1656

Return Email Address: [info@thechadwickapts.com](mailto:info@thechadwickapts.com)

The person(s) named below has submitted an application for rental. In the process of approval a verification of the applicant's rental history is required. The applicant, by his/her signature, has authorized you to release the required information listed below.

I hereby authorize the disclosure of the information requested by Haley's Court Apartments management and its employees. Thank you for providing this information so that your application for an apartment can be processed.

**Applicant Name (Print):** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please provide us with the following information:**

Monthly Rent Amount: \$ \_\_\_\_\_

1. Move-In Date: \_\_\_\_\_ Move-Out/Lease Expire Date: \_\_\_\_\_

2. Was the Lease Agreement Fulfilled? Yes \_\_\_\_\_ NO \_\_\_\_\_

3. Was proper notice given? Yes \_\_\_\_\_ NO \_\_\_\_\_

4. Was rent paid: On Time \_\_\_\_\_ Occasionally Late (< 3 times/yr) \_\_\_\_\_  
Frequently Late \_\_\_\_\_ # times late in past 12 months \_\_\_\_\_

5. Were there any Lease Violations? Yes \_\_\_\_\_ NO \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

6. Any NSF (non-sufficient funds) checks? Yes \_\_\_\_\_ NO \_\_\_\_\_

7. Was the Security Deposit refunded? Yes \_\_\_\_\_ NO \_\_\_\_\_

8. Would you rent to this applicant again? Yes \_\_\_\_\_ NO \_\_\_\_\_

**Information Provided By:** \_\_\_\_\_  
*Name (please print)*

\_\_\_\_\_  
*Signature*

**Date:** \_\_\_\_\_