

# 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)

(For office use only)

# of Apps: \_\_\_\_\_ Apt # \_\_\_\_\_ Unit Size \_\_\_\_\_

*Each adult over the age of 19 must complete an application. There is a non-refundable application fee of \$50.<sup>00</sup> / per app. Check or money order is the only form of payment accepted*

☐ Drivers License

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

Proposed Move-in 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. I understand that the following Monthly Rental Rates will be in effect and are payable in advance to The Chadwick Apartments Leasing Office. :

**Three-bedroom unit: \$1,510.00 - (Deposit: \$800.00)**

**Two-bedroom unit: \$1,295.00 - (Deposit: \$700.00)**

**One-bedroom unit: \$995.00 - (Deposit: \$600.00)**

I agree to sign a **12 month** rental agreement with the understanding that upon expiration of said 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, criminal background, and the information furnished below. I hereby give The Chadwick Apartments the authorization to run a **credit report and background check** 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 **\$50.<sup>00</sup> (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 initial: \_\_\_\_\_ Last Name: \_\_\_\_\_

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

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

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

Present Address/City/State/Zip Code: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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

Why are you moving from your current address?

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

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

Do you own a pet? Y / N If yes, what kind/how many? (limit of 2 pets per apartment)

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

**How long at this address:** \_\_\_\_\_

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**Previous Landlord Name, Address, Phone Number from the last 3 years:**

\_\_\_\_\_ **How long at this address:** \_\_\_\_\_

\_\_\_\_\_ **How long at this address:** \_\_\_\_\_

**Have you ever been evicted, or owe any back rent: Yes \ No**

If yes, please explain:

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

**Occupation:** \_\_\_\_\_ **Length of employment:** \_\_\_\_\_

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

**Monthly gross income:** \_\_\_\_\_

**If current employment is less than two years,** please provide name of previous employer, address & phone number:

\_\_\_\_\_ **How long employed:** \_\_\_\_\_

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**Have you ever been convicted of a criminal offense other than a minor traffic violation? Yes \ No**

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

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

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**Reference** (financial): Example; credit card, student loan, car loan etc.

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

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

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

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

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

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

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

**\*\*Vehicle information is REQUIRED to avoid an accidental tow.**

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

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

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

**Name & date of birth of all minors/dependants under the age of 19 who will be residing in the apartment:**

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

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

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

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

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

### **Non-Refundable Holding Deposit**

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 // Denied By: \_\_\_\_\_

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

**Holding/Security Deposit:** \$ \_\_\_\_\_ Taken By: \_\_\_\_\_ Date: \_\_\_\_\_ Method of Payment: \_\_\_\_\_

## Rental Verification Request

**Applicant:** DO NOT complete this form - please sign and date below (where highlighted) ONLY

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, APPLICANT, HEREBY AUTHORIZE THE DISCLOSURE OF THE INFORMATION REQUESTED BY CHADWICK APARTMENTS MANAGEMENT AND ITS EMPLOYEES. THANK YOU FOR PROVIDING THIS INFORMATION SO THAT MY APPLICATION FOR AN APARTMENT CAN BE PROCESSED.

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

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

**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 above 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.

**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 (5 times/yr or less) \_\_\_\_\_

# times late in past 12 months (5 times/yr or more) \_\_\_\_\_

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