





## Rental Application Fee Disclosure Statement

**Rental Application Fee:       \$27.00**

As part of your rental application, a rental application fee will be collected to facilitate a screening and background check. This Rental Application Fee Disclosure Statement (“Disclosure Statement”) outlines certain information related to your rental application fee.

You are notified of an acknowledge and agree to the following:

1. Prior to paying the rental application fee, you have received a copy of this Disclosure Statement.
2. Your application will be judged based on the Leasing Criteria on the preceding page.
3. We have disclosed the rental application fee to you, including in any advertisement and posting related to the available rental unit and the actual rental application fee charged is consistent with those disclosures.
4. The screening process for our rental units includes a review of the referenced Leasing Criteria, including as may be completed through a third party. The name and contact information for the screening agency is listed below:

AmRent  
 PO Box 640495  
 Pittsburgh, PA 15264-0495  
 800-324-3681

5. The rental application fee listed above consists of the following charges. Applicant acknowledges that we may incur such costs with are reasonable and necessary to complete the screening and background check process:

AmRent (AmRent Report with Workflow Solutions package which includes a Credit Check, Criminal Background Check, Identity Verification, Eviction Data)	\$27.50	
Landlord Reference Check (conducted by Bayberry Pointe Apartments staff)	\$0.00	
Employment Verification Check (conducted by Bayberry Pointe Apartments staff)	\$0.00	\$0.00
<b>Total Application Fee Charged:</b>	<b>\$27.00</b>	

6. In the event you are not offered the rental unit applied for, you will receive a notice explaining the reason or reasons that the rental unit was not offered to you along with a list of resources that you may use to assist with future application processes. Any correspondence related to the Disclosure Statement will be sent to the applicant by US Mail.

**“Within thirty (30) day of receipt of a denial, the applicant may, if a person believes the City of Grand Rapids rental application fee ordinance has been violated, complete and file a complaint form with the City of Grand Rapids Code Compliance Department, 1120 Monroe Avenue NW, Grand Rapids, Michigan 49503.”**

X \_\_\_\_\_  
 Applicant Signature                      Date



# BAYBERRY POINTE APARTMENTS

Phone: 616-791-1948 Fax: 616-791-6120

Email: leasing@bayberrypointe.com

## RENTAL APPLICATION

(Each co-applicant 18 years of age must submit separate applications)



### Personal

Full Name: FIRST \_\_\_\_\_ MI \_\_\_\_\_ LAST \_\_\_\_\_ Date of Birth \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Social Security Number \_\_\_\_\_ Driver's License Number \_\_\_\_\_

Names of other occupants including roommates, co-applicants, and children:

Name	Relationship	Age
_____	_____	_____
_____	_____	_____
_____	_____	_____

### Residential

Your Present Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip Code \_\_\_\_\_ Years Resided \_\_\_\_\_

Landlord Name \_\_\_\_\_ Landlord Phone # \_\_\_\_\_ Landlord Fax # or Email \_\_\_\_\_ Monthly Payment \_\_\_\_\_

Your Previous Rental Address \_\_\_\_\_ Years Rented \_\_\_\_\_

### Employment

Current Employer \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_ Years Employed \_\_\_\_\_

Position \_\_\_\_\_ Income \_\_\_\_\_ Supervisor's Name \_\_\_\_\_ Phone \_\_\_\_\_

### Other

Please describe your vehicle below.

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ License Plate #/State \_\_\_\_\_

Do you have pets? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what? \_\_\_\_\_

In case of emergency, notify (other than person residing with you)

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

By signing below the applicant acknowledges that the above information is correct and is aware that a credit check will be run on all applicants for qualifying purposes, as well as collection purposes after moving out. Resident also has received and read the leasing policies for Bayberry Apartments, LLC and LMBBP, LLC.

The above applicant also authorizes any employer or landlord to release information to Bayberry Apartments, LLC and LMBBP, LLC.

X \_\_\_\_\_  
Applicant Signature Date

X \_\_\_\_\_  
Bayberry Pointe Apartments Date

**I understand that Bayberry Pointe Apartments:**

- Smoking is not allowed in the apartments or common areas
- Requires residents to obtain and maintain renter’s insurance policy
- Cats are allowed with a fee and written agreement
- Dogs are not allowed
- Residents are responsible for their own gas, electricity, phone, cable and internet
- No oral statements between the parties or between the applicant and landlord’s employees shall be construed as a binding agreement between parties, unless reduced to writing and executed by landlord

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**Any unanswered “yes” or “no” question shall result in the denial of your application**

1. Have you or any member of your household ever been convicted of, or pled guilty or “no contest” to a sexual offense and/or ever been listed on a registry of sexual offenders?  
2. Yes \_\_\_\_\_ No \_\_\_\_\_
3. Have you or any member of your household ever been convicted of, or pled guilty or “no contest” to any felony criminal offense?  
Yes \_\_\_\_\_ No \_\_\_\_\_
4. Have you or any member of your household ever been convicted of, or pled guilty or “no contest” to any drug offense?  
Yes \_\_\_\_\_ No \_\_\_\_\_

**Any false statement on the application, will lead to the rejection of my application and or immediate termination of my lease. Further, if I subsequently am involved in conduct which would result in a “yes” response to any of the questions set forth above (even after I sign the lease and take possession of the apartment home), I understand that the landlord may terminate the Lease.**

**By signing this application, I authorize Landlord or agent to verify any information contained herein.**

**I, \_\_\_\_\_, the undersigned applicant, authorize Bayberry Apartments, LLC, LMBBP, LLC, and/or its agent, to assign and/or review one or more consumer reports relating to me (including, but not limited to, credit history, rental history, including with other properties owned by property owners affiliated with Landlord, and criminal history). I further authorize Bayberry Apartments, LLC, LMBBP, LLC, or its agents to continue to obtain or prepare consumer reports and investigate consumer reports on me both during the duration of any lease or agreement I may enter into because of this application and at a time, thereafter, including for the purposes of collection amounts I may owe under lease or other agreement. I further authorize and direct all employers, financial institutions, banks, creditors, residential managers/landlords to release all information relating me to Bayberry Apartments, LLC, LMBBP, LLC, or its agents.**

**I have read the foregoing and certify that the information herein is TRUE and CORRECT, that this application is submitted for the purpose of obtaining approval of this application on my behalf.**

X \_\_\_\_\_  
Print Name Date

X \_\_\_\_\_  
Applicant Signature Date

X \_\_\_\_\_  
Bayberry Pointe Apartments Date