

LEASE APPLICATION - Each person 18 years of age and older must submit an application
 Proof of Renters Insurance is Required Prior to Move-in.

Name: _____ Marital Status: Single Married
 Divorced

First Last
 Date of Birth Age Social Security No. Driver's License No. Check One State:

Best Contact # _____ Alternate Phone # _____ Email address: _____

Current Address: _____ City: _____ State: _____ Zip: _____ Name and Phone Number of Landlord: _____

Move in date: _____ Move out date: _____ Rent/Mortgage Amount: _____
 Own / Rent

Previous Address: _____ City: _____ State: _____ Zip: _____ Name and Phone Number of Landlord: _____

Move in Move out Rent/Mortgage
 Own / Rent date: date: Amount:

Have you ever broken a lease with an apartment community? Yes No

Have you ever been evicted from an apartment community? Yes No

Occupant Information (Please list all persons who will permanently occupy, or occupy for a lengthy period of time, leased premises - include spouse, children, family members and/or roommates):

Name	Relationship	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____

Miscellaneous Information:

Have anyone in your household ever filed for bankruptcy? Yes No

If yes, name: _____ Date Filed: _____

Do you have pets? Yes No If yes, How many pets? _____ What type? _____

Brief Description Name of Pet # 1: _____

What breed? _____ Weight of each pet? _____

Brief Description Name of Pet # 2: _____ What breed? _____ Weight of each pet? _____

Have anyone in your household ever been convicted of a felony or other criminal activity? Yes No

If yes, Name: _____

Please briefly explain: _____

Employment Status (if less than one year, please give prior employment information):

Current Employment		Previous Employment	
Employer's Name		Employer's Name	
Employer's Address		Employer's Address	
Employer's Phone No.		Employer's Phone No.	
Position:		Position:	
Gross Monthly Income:		Gross Monthly Income:	
Supervisor Name:		Supervisor Name:	
Start Date:		Start and End Dates:	
Additional Income & Source:		Additional Income & Source:	

What type of vehicles do you own?	Make	Model	Year	Plate Number	Color
Automobile <input type="checkbox"/>					
Truck <input type="checkbox"/>					
Motorcycle <input type="checkbox"/>					

Automobile

Truck

Motorcycle

Automobile

Truck

Motorcycle

What is the name of your nearest relative (who we are able to contact in the event of an emergency or in your absence)? Phone # Address

How did you hear about us? (specify advertising source, resident, etc)

A fee of \$25.00 is submitted with this application and will be applied as a processing fee. This fee is not refundable for any reason once submitted. By signing this application, I give permission to verify the above information, any additional information acquired after conducting a credit report, and criminal background evaluation. To the best of my ability all information represented by me, is accurate and complete. If information is found to be falsified, said application will be declined. It is also my understanding that this application is preliminary only and involves no obligation of the owners or its agent to approve this application or to deliver occupancy of the proposed premises. Keys will be furnished only after the lease and other rental documents have been accepted by all parties and only after applicable rental security deposits and pet deposits have been paid.

Signature of Applicant _____ Date _____

Owner's Representative _____ Date _____

*Owner Representative: Complete the Application Submitted Welcome Home Letter at time the applicant submits the application.

Application

Applicant must be a U.S. citizen or permanent resident. Applicant must be at least 18 years old at the time of application. Applicant must be a resident of the United States for at least 12 months prior to application.

Financial Requirements

Applicant must have sufficient funds to cover the cost of the program. Funds must be in the form of cash, savings, or a bank account. Funds must be in the name of the applicant or a family member.

Applicant must have a minimum net worth of \$10,000.

Supporting Documents

Applicant must provide proof of identity, such as a passport or driver's license. Applicant must provide proof of income, such as tax returns or pay stubs. Applicant must provide proof of assets, such as bank statements or investment records.

Background Check

A background check will be conducted on all applicants. The check will include a search of federal, state, and local criminal records, as well as a search of sex offender registries. Applicants with a criminal record may be ineligible for the program.

Qualifying Spouse

Qualifying spouse must be a U.S. citizen or permanent resident. Spouse must be at least 18 years old at the time of application. Spouse must be a resident of the United States for at least 12 months prior to application.

Qualifying spouse must have sufficient funds to cover the cost of the program. Funds must be in the form of cash, savings, or a bank account. Funds must be in the name of the spouse or a family member. Qualifying spouse must have a minimum net worth of \$10,000.

Qualifying spouse must provide proof of identity, such as a passport or driver's license. Qualifying spouse must provide proof of income, such as tax returns or pay stubs. Qualifying spouse must provide proof of assets, such as bank statements or investment records.

Criminal History See attached for a copy of the current background criteria.

Evaluation

Based on the information provided, the committee will accept or reject an application or seek additional requirements for some very rare cases. These requirements may include, but are not limited to, additional documentation of income or employment, additional bank references, an additional deposit, or a guarantor.

Guarantor

Guarantor must be a U.S. citizen or permanent resident. Guarantor must be at least 18 years old at the time of application. Guarantor must be a resident of the United States for at least 12 months prior to application. Guarantor must have sufficient funds to cover the cost of the program. Funds must be in the form of cash, savings, or a bank account. Funds must be in the name of the guarantor or a family member.

Salary

Salary is based on program.

Outgoing Spouse

Outgoing spouse must be a U.S. citizen or permanent resident. Spouse must be at least 18 years old at the time of application. Spouse must be a resident of the United States for at least 12 months prior to application.

Apprenticeship Maximum Award

One Year	1.000 (plus one year cost)
Two Year	2.000 (plus one year cost)
Three Year	3.000 (plus one year cost)

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