

# Application for Residency



Community Name \_\_\_\_\_  
 Application Date \_\_\_\_\_  
 Apartment Address \_\_\_\_\_ Apt. # \_\_\_\_\_  
 Apartment Style \_\_\_\_\_  
 Sales Consultant \_\_\_\_\_  
 Source of Traffic \_\_\_\_\_

Move In Date _____ Lease: Number of months _____ Term: From _____ To _____ Special _____ Security Deposit _____ Other/Pet Deposit _____	<b>Monthly Fees:</b> Rent _____ Carport _____ Pet _____ Other _____ <b>Total</b> _____
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PLEASE COMPLETE FROM THIS SECTION DOWN. (Each applicant must complete a separate application.)

Applicant Name _____ Soc. Sec. No. _____ Date of Birth _____ D.L. # _____ State _____ Home Phone (____) _____ Cell Phone (____) _____ Email _____ Preferred method of contact _____	Total # of Occupants _____ (Include applicant on 1st line below) List all people who will be living in the apartment. Name _____ Status <u>Applicant</u> Name _____ Status _____ Name _____ Status _____ Name _____ Status _____ Name _____ Status _____ Name _____ Status _____
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Current Address _____ City _____ State ____ Zip _____ Current Landlord _____ Current Landlord Phone (____) _____ Amount Paid _____ Length of Time _____	Previous Address _____ City _____ State ____ Zip _____ Landlord _____ Landlord Phone (____) _____ Amount Paid _____ Length of Time _____
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Current Employer _____ Phone (____) _____ Address _____ City _____ State ____ Zip _____ Position _____ Approximate Yearly Income _____ Length of Employment _____ Other Income (Source & Amount) _____	If less than One (1) Year please complete: Previous Employer _____ Phone (____) _____ Address _____ City _____ State ____ Zip _____ Position _____ Approximate Yearly Income _____ Length of Employment _____
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<b>Credit Referenced:</b> 1. _____ 2. _____ 3. _____	Bank _____ Branch _____ Checking # _____ Savings # _____
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**PET INFORMATION:** Do you have a pet?  Yes  No (Pets accepted only with the consent of this property.)

Pet Type \_\_\_\_\_ Breed \_\_\_\_\_ Name \_\_\_\_\_ Color \_\_\_\_\_ Weight \_\_\_\_\_

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<b>Personal References:</b> Name _____ Phone (____) _____ Name _____ Phone (____) _____ <b>Emergency Contact: Name</b> _____ <b>Relationship</b> _____ Phone (____) _____ <b>Address</b> _____	<b>Automobile #1:</b> Make _____ Model _____ Year _____ Plate # _____ <b>Automobile #2:</b> Make _____ Model _____ Year _____ Plate # _____
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Have you or anyone you will have occupy the apartment ever been convicted or plead guilty or “no contest” to a felony?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ A response of yes may result in denial.

Have you or anyone you will have occupy the apartment ever been convicted or plead guilty or “no contest” to a misdemeanor involving sexual misconduct? Yes \_\_\_\_\_ No \_\_\_\_\_ A response of yes is an automatic denial.

Public records disclosing other civil and misdemeanor convictions of the applicant or their occupants over 18 years old could be cause for denial of this application.

Do you have a motorcycle, trailer, commercial or recreational vehicle? \_\_\_\_\_

Do you have Apartment Renters Insurance? \_\_\_\_\_ Name of Insurance Company \_\_\_\_\_

How did you first hear of this apartment community? \_\_\_\_\_

If by recommendation/referral, please indicate by whom \_\_\_\_\_

**Conditions Applicable to Application**

1. This Application for Residency is not a lease of premises and is not to be construed as an offer by the applicant to enter into an agreement of lease, however, if the application is accepted and a lease of premises entered into, this application, the attached Rules and Regulations, and the representations, conditions and provisions of same shall become part of said lease. Receipt of the application fee is hereby acknowledged.
2. Management shall accept or reject this application within 5 business days of its receipt. The application fee will hold the apartment during this time period. It is the applicant’s responsibility to contact the apartment community within 5 days from the date on this application to determine their qualification status. Failure to do so will result in the application being cancelled. Applicant waives any claims for damages by reason of non-acceptance by Management.
3. We will process this Application for Residency on the basis of our Occupancy Policy and the ability of the applicant to pay. We will consider, in part, the applicant’s length of employment, yearly income, credit history, total number of occupants and references from any previous landlord.
4. All requests for reasonable accommodation or reasonable modification will be considered. The request must be submitted to Management in written form.
5. Undersigned submits this Application for Residency for the purpose of obtaining residency and certifies that all information herein is true and complete. False information supplied in this application is cause for termination of the lease agreement and assessment of damages against applicant including legal fees. Management is hereby authorized to obtain further information concerning my (our) credit standing, criminal history, employment, income, and landlord references from any consumer reporting agency, the references herein listed, or any other person. I (we) understand that if we lease an apartment, Management shall have a continuing right to review these items for improving selection criteria.
6. Management shall not be responsible to applicant in any form or manner whatsoever if the current resident in possession fails to vacate timely the premises in question and holds over contrary to the anticipated move-in date assigned to applicant.
7. Applicant acknowledges receipt of the Disclosure of Information on Lead-Based Paint and Lead-Based Paint Hazards Addendum.
8. Utilities: Heating bills to be paid by: Management \_\_\_\_\_ Resident \_\_\_\_\_. Electric bills to be paid by Resident. Water bills to be paid by Management unless otherwise noted.

## **Rules and Regulations**

1. Residents are responsible for the conduct of their occupants, guests, invitees or pets.
2. Home Purchase, Health Care, or Job Transfer Addendums are available to the resident for a fee at the time of move in or lease renewal only providing the resident meets the terms and conditions set forth in the addendum.
3. Resident, any members of the resident's household, guest or other person under the resident's control shall not engage in or permit any illegal activity, including drug related criminal activity, prostitution, criminal street gang activity, threatening, intimidating, or assault, including but not limited to, the unlawful discharge of firearms within the apartment community, or any breach of the lease agreement that otherwise jeopardizes the health, safety and welfare of the Management, its agent, or other resident or involving imminent serious property damage. Any violation of this provision may result in the immediate termination of the lease agreement.
4. Resident agrees to notify the community office of any changes concerning telephone numbers, employers, vehicles, and names and number of occupants.
5. Use of the pool, all recreational facilities and common areas is at your own risk. Residents agree to abide by all posted rules.
6. Management may exclude from outside area or common area anyone who refuses to show photo identification or refuses to identify himself or herself as a resident, occupant, guest or invitee of a resident in the community.
7. Resident agrees to notify Management of any deficiencies including, but not limited to, smoke alarms and signs of water infiltration, mold, water leaks, or burst pipes both within and about the premises.
8. No pets shall be kept on or about the premises without written consent from management and applicable fees and deposits.
9. Resident vehicles must be currently registered with the community office. Motorcycles, trucks, boats, trailers, campers or commercial vehicles are not permitted in the community. All vehicles must have current year license plates and must be operable. To provide for proper maintenance of parking areas, cars must be moved at the written request of Management within 48 hours of the request.
10. Resident shall not erect or install a satellite dish or antennae without written consent from management and applicable insurance.
11. If applicable for your apartment community, the common hallways may contain heat/air conditioning outlets that are connected to the resident's furnaces for the purpose of heating/cooling the common area adjacent to your apartment. By signing this document you agree to the use of your heating/cooling unit for this purpose and you further consent to pay all applicable gas or electric charges which are incurred.
12. Storage areas must remain free of all debris and flammable items. Items must be in a properly marked storage cage assigned to resident. Management is not responsible for lost or stolen items and will dispose of any items outside of a storage cage.
13. Appropriate trash containers are located outside the buildings. All trash must be placed in these containers. No personal trash may be left in or around the common areas of the buildings.
14. No waterbeds are permitted without the applicable insurance.
15. All residents must have white or white backed interior window coverings.
16. Resident acknowledges only artificial Christmas trees and greenery will be permitted in the apartment.
17. A resident may not conduct garage sales or other sales on the premises.
18. Door-to-door solicitation and distribution of literature and/or material is not permitted within the community. Resident agrees to notify the community office of any such solicitation.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Management Representative \_\_\_\_\_

Date \_\_\_\_\_

**It is our policy to provide apartments to prospective residents without regard to race, color, religion, age, sex, martial status, handicap status, or familial status. If you feel you have not been given proper treatment in any of the above-mentioned areas, please call our regional office at (248) 569-8880 and speak to the Director of Property Operations.**