

APPLICATION FOR RENTAL

Required for Each Prospective Resident
 Selection Contingent upon Availability
www.burtoncarol.com

NO CASH ACCEPTED
 MAKE 2 CHECKS OR MONEY ORDERS PAYABLE TO:
BURTON CAROL MANAGEMENT LLC
 (1 for Hold* + 1 for Credit & Criminal Fee)

burtoncarol
 MANAGEMENT LLC

Today's Date _____ If you are Co-signer (Check Box)
 Community Name _____
 Apartment Address _____ Apt # _____
 How did you hear about us? Website (If so, who? _____)
 Newspaper Sign Referral (If so, who? _____)
 Other _____

*Unit can be held for up to 3 business days pending receipt of all required information needed for approval.

IT IS UNDERSTOOD THAT THE APPLICANT(S) AGREE(S) THAT ALL APPROVED OCCUPANTS RESIDING IN THE APARTMENT WILL COMPLY WITH THE TERMS AND CONDITIONS OF THE LEASE AGREEMENT.

Move-In Date Desired _____
 Lease Term Desired _____
 From _____ To _____
 Special (if any) \$ _____
 Security Deposit w/o Pet \$ _____
 (Subject to qualification criteria.)
 Security Deposit w/Pet \$ _____
 Non-Refundable Pet Fee \$ _____
 Other _____ \$ _____

Monthly Fees	
Rent	\$ _____
Garage	\$ _____
Garage	\$ _____
Pet	\$ _____
Pet	\$ _____
Utilities	\$ _____
Svc Fee(s)	\$ _____
Other	\$ _____
Total*	\$ _____

*May not be all inclusive at time of application submittal.

All requests for reasonable accommodation or reasonable modification will be considered. The request must be submitted to Management in written form. Initial Here _____

_____ Mr. _____ Mrs. _____ Ms

Applicant's Full Name _____
 Social Security # _____ - _____ - _____ Age _____
 Date of Birth _____ Phone (____) _____
 Phone (____) _____
 E-mail _____
Current Address _____
 City _____ State _____ Zip _____
 Landlord _____ Phone (____) _____
 How Long Here? _____ Present Rent Amt \$ _____
 Reason for Leaving? _____
Previous Address _____
 City _____ State _____ Zip _____
 Landlord _____ Phone (____) _____
 How Long There? _____ Reason for Leaving? _____
 Driver's License or State ID # _____ State _____

Employer _____ Income \$ _____
 Address _____
 Your Position _____ Supervisor's Name _____
 Phone (____) _____ How Long There? _____
Previous Employer _____
 Address _____ How Long There? _____

Have you or anyone you will have occupy the apartment ever been convicted or plead guilty or "no contest" to a felony? No Yes
 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? No Yes
 (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.
 Have you ever been evicted? No Yes
 Have you ever broken a lease contract? No Yes
 Have you ever been sued for non-payment of rent? No Yes
 Are you a previous resident of this company? If yes, where _____
 Do you have a pet? No Yes* If so, what kind? _____
 * All required vet papers, photos & fees must be supplied before move-in.

Personal References
 Name _____ Phone (____) _____
 Name _____ Phone (____) _____
Emergency Contact _____ Relationship _____
 E-Mail _____ Phone (____) _____
 Address _____

By signing this application, you declare that all of your responses are true and complete and authorize owner to verify this information. Any false statement on this application can lead to rejection of your application or immediate termination of your lease.

APPLICANT(S) SIGN HERE

X _____
 X _____

APPROVAL SUBJECT TO SATISFACTORY EMPLOYMENT, RESIDENCY, INCOME, CREDIT AND CRIMINAL BACKGROUND VERIFICATION.
KEEP RECEIPTS FOR YOUR RECORDS



Complete (if applicable) _____ Mr. _____ Mrs.

Spouse Full Name _____
 Maiden or Former Name _____
 Social Security # _____ - _____ - _____
 Date of Birth _____ Age _____
 Phone (____) _____ Phone (____) _____
 E-mail _____
Current Address _____
 City _____ State _____ Zip _____
 How Long Here? _____ Present Rent Amt \$ _____

Driver's License or State ID # _____ State _____
Spouse's Employer or Your Other Income
Employer _____ Income \$ _____
 Address _____
 Your Position _____ Supervisor's Name _____
 Phone (____) _____ How Long There? _____
Previous Employer _____
 Address _____ How Long There? _____

Have you ever been convicted or plead guilty or "no contest" to a felony? No Yes
 Have you ever been convicted or plead guilty or "no contest" to a misdemeanor involving sexual misconduct? No Yes
 (A response of "Yes" is an automatic denial.)

ADDITIONAL OCCUPANT(S) UNDER AGE 18

Full Name	Relationship to Lessee	DOB
_____	_____	_____
_____	_____	_____

Credit References:

1. _____ 3. _____
 2. _____ 4. _____
 Bank _____ Branch _____
 Checking # _____ Savings # _____

Applicant acknowledges that prior to entering into a Lease for the Premises, it shall be required to purchase a Renter's Insurance Policy with coverage effective starting on applicant's move-in date and effective throughout the Term of the Lease and any renewals thereof. Applicant shall be required to execute a Mandatory Renter's Insurance Addendum to the Lease which provides in detail the terms and conditions required of Tenant with respect to the Renter's Insurance Policy.

1st Vehicle _____ / _____ / _____ / _____ / _____ / _____
 Make Model Year Plate No. State Color
 2nd Vehicle _____ / _____ / _____ / _____ / _____ / _____
 Make Model Year Plate No. State Color

Application taken by _____ Property Mgr _____
Approved by Regional Property Mgr _____

APP/CREDIT/CRIMINAL FEE IS NON-REFUNDABLE	Amt Paid _____	Receipt # _____
INITIAL DEPOSIT	Amt Paid _____	Receipt # _____

APPLICANT STATEMENT

This application constitutes a request by the applicant and is not an offer to rent for the term, unit and/or rental rate stated. This application is subject to approval.

I (we) hereby apply to lease an apartment subject to location, availability and current rental amount as of date of application. The sum of \$ _____ is deposited herewith and a receipt issued with the understanding that if I am accepted by Burton Carol Management, LLC and cancel my application, I agree to forfeit this deposit. If Burton Carol Management, LLC does not accept this application, it is agreed and understood that the security deposit (indicated above) shall be refunded. Approval of this application by Burton Carol Management, LLC cannot take place until all required information is provided by the applicant(s). It is my responsibility to contact the leasing office for the results of this application. If this application shall be approved, I (we) agree that the above referenced money deposited shall apply toward the security deposit, which shall be equal to one month's rent as required under the Lease Agreement, and that I will enter into a Lease on your standard form.

I (we) also paid herewith and a receipt issued for the non-refundable sum of \$ _____ for the express purpose of background checks which will only be good for a period of thirty (30) days from date of this application and may include, but not limited a CREDIT REPORT, RESIDENCY VERIFICATION, EMPLOYMENT VERIFICATION, CRIMINAL BACKGROUND REPORT AND OTHER ADMINISTRATIVE COSTS to be incurred by Burton Carol Management, LLC. It is further agreed that this is a non-refundable fee and shall not be applied toward rent or security deposit (Keep receipt for your records.)

This is to inform you that as part of our procedure for processing your application, an investigative consumer report may be prepared where by information is obtained through interviews with your landlord, employers, associates, or others with whom you are acquainted.

This inquire includes information as to your character, general reputation, and mode of living. You have the right to make a written request within a reasonable time after today's date to receive additional information about the nature of this investigation.

I have read this application and hereby state that the information in the application supplied by me is complete and accurate and I agree that, in the event that this information is not complete and accurate, Burton Carol Management, LLC may cancel this application and have no further obligation to lease. I also agree that this application will be affixed and become part of the Lease Agreement entered into with Burton Carol Management, LLC.

It is our policy to provide apartments to prospective residents without regard to race, sex, color, religion, national origin, financial status or handicap. If you do not agree with the above statement, please call our main office at (216) 464-5130 and speak to the Director of Properties.

YOU MUST SIGN ALL 3 COPIES

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Signature of Applicant Date

Signature of Applicant Date

Disclosure of Information on Lead-based paint and Lead-based Paint Hazards

In the event this application is approved and application (lessee), leases an apartment with Burton Carol Management, LLC (lessor), this disclosure and applicant's acknowledgement and certification of same shall be considered an addendum to the Lease and any renewal thereto.

Lead Warning Statement

Housing building before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not taken care of properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing landlords must disclose the presence of known lead-based paint and lead-based paint hazards in the dwelling. Tenants must also receive a Federally approved pamphlet on lead poisoning prevention.

Lessor's Disclosure (initial)

____ (a) Presence of lead-based paint or lead-based paint hazards (check one below).
____ Known lead-based paint and/or lead-based paint hazards in the housing (explain).

____ Lessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.
(b) Records and reports available to the Lessor (check one below)

____ Lessor has provided the lessee with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below)

____ Lessor has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Lessee's Acknowledgment (initial)

____ (c) Lessee has received copies of all information listed above.
(d) Lessee has received the pamphlet 'Protect Your Family from Lead in Your Home'.

Agent's Acknowledgment (initial)

____ (3) Agent has informed the Lessee of the Lessor's obligations under 42 U.S.C. 4852 (d) and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information provided by the signatory is true and accurate.

Lessor Date

Lessor Date

Lessee Date

Lessee Date

Agent Date

Agent Date

