

LEASE-UP APPLICATION



Date _____ Apartment Type _____ Apartment No. _____
Apartment Address _____ Tentative Move-In Date _____
Rent per month _____ Security Deposit _____ Pet Lease Deposit _____

RESIDENT INFORMATION

PLEASE PRINT

LAST NAME FIRST MIDDLE MARITAL STATUS BIRTHDATE PHONE

SOCIAL SECURITY NO. DRIVERS LICENSE NO. STATE

E-MAIL ADDRESS WORK PHONE

CO-APPLICANT'S LAST NAME FIRST MIDDLE MARITAL STATUS BIRTHDATE PHONE
(ALSO LIST MAIDEN NAME IF APPLICABLE)

SOCIAL SECURITY NO. DRIVERS LICENSE NO. STATE

E-MAIL ADDRESS WORK PHONE

Children approved for occupancy or visitation:

Name _____ Age _____ Birthdate _____
Name _____ Age _____ Birthdate _____
Name _____ Age _____ Birthdate _____

If divorced, will any children visit at anytime? _____ Length of Time _____

Please list any additional persons residing with you:

Name _____
Relationship _____ Employer _____
Birthdate _____ Drivers License No. _____
Name _____
Relationship _____ Employer _____
Birthdate _____ Drivers License No. _____
Name _____
Relationship _____ Employer _____
Birthdate _____ Drivers License No. _____

RESIDENT HISTORY

Present Address _____ How long _____ Own/Rent _____
ADDRESS CITY/STATE ZIP

Landlord's Name or Mortgage Holder _____
NAME ADDRESS PHONE NO. MONTHLY PAYMENT

Reason for Leaving _____

Previous Address _____ How long _____ Own/Rent _____
ADDRESS CITY/STATE ZIP

Landlord's Name or Mortgage Holder _____
NAME ADDRESS PHONE NO. MONTHLY PAYMENT

Reason for Leaving _____

Have you ever broken a lease or been evicted? _____ Why? _____

Have you ever been convicted of a felony? No Yes _____

EMPLOYMENT/INCOME INFORMATION

Present Employer _____
 NAME & ADDRESS _____ EMPLOYER PHONE NO. _____

How Long _____
 TIME GROSS MONTHLY INCOME POSITION IMMEDIATE SUPERVISOR

Previous Employer _____
 NAME & ADDRESS _____ PHONE NO. _____

How Long _____
 TIME GROSS MONTHLY INCOME POSITION IMMEDIATE SUPERVISOR

Co-applicant's Employer _____
 NAME & ADDRESS _____ EMPLOYER PHONE NO. _____

How Long _____
 TIME GROSS MONTHLY INCOME POSITION IMMEDIATE SUPERVISOR

Do you receive any other supplemental income? _____
 Amount _____ Source _____

OTHER INFORMATION

Auto Type/Year _____ License Number _____ State _____

Auto Type/Year _____ License Number _____ State _____

Do you own _____ Boat _____ Trailer/RV/Camper _____ Motorcycle _____ Commercial Truck/Van _____
 _____ Musical Instrument _____ Waterbed _____

Approved Pets:
 Dog (type) _____ Weight _____
 Cat (type) _____ Weight _____
 Other _____

Name of Veterinarian _____ Phone Number _____

EMERGENCY CONTACT

In case of emergency contact:
 Name _____ Phone No. _____
 Relationship _____ Address _____

APPLICANTS CONSENT

Applicant hereby represents that the above information is true and correct.

It is my/our 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. The applicant(s) appearing below hereby authorize the holder of the lease application to investigate the past history of applicant(s) occupancy, history of any apartment community or dwelling, and whatever credit bureaus or other sources the apartment owner or agent deems necessary in determining approval of the application. If this application is accepted by the owner or its agent, the deposit herewith paid will be applied to the total security deposit due.

Applicant(s) further agrees that if the application is rejected or cancelled by management, for whatever reason, Twenty-Five Dollars (\$25.00) will be retained as a processing fee. If applicant cancels within forty eight (48) hours, and a credit check has not been run, applicant receives full deposit, less the Twenty-Five Dollars (\$25.00) processing fee. If approved and applicant fails to enter into the lease agreement, One Hundred Dollars (\$100.00) of the application deposit shall be forfeited, after forty-eight (48) hours of receiving the signed application. Please read and understand this policy prior to signing this document.

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.

MANAGEMENT REPRESENTATIVE _____ DATE _____

Signature _____
 APPLICANT

Signature _____
 APPLICANT

