

APPLICATION FOR OCCUPANCY

Note: Each person who is an applicant, guarantor or co-signor must fully complete a SEPARATE Application and meet all Rental Qualification Requirements for Employment (Or Source of Income for Paying Rent), Rental History, and Credit. A Valid Government Issued Photo ID is required with this Application and at the Time of Move-in. Submitting this application gives Management permission to check Applicant's credit, rental, employment and criminal histories.

ALL QUESTIONS ON THIS APPLICATION MUST BE FULLY AND COMPLETELY ANSWERED BEFORE IT WILL BE PROCESSED.

1. PERSONAL INFORMATION			
Applicant's Name: _____			
Last	First	Middle	Jr/Sr/III
Birth date: _____		SS or Individual Tax ID No. _____	
Drivers License No. _____ State _____ Expiration Date: _____			
Spouse's Name: _____			
Last	First	Middle	Jr/Sr/III
Birth date: _____		SS or Individual Tax ID No. _____	
Drivers License No. _____ State _____ Expiration Date: _____			
Day Time Phone No: _____ Evening Phone No. _____			
Smoker <input type="checkbox"/> Yes <input type="checkbox"/> No Note: NO SMOKING IN UNT.			
Email Address: _____			
Are you currently in the U.S. Armed Forces or Reserves? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If Yes, State your Rank, Service & Duty Station: _____			
Have you ever gone by any other name? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, What Names? _____			

2. OTHER OCCUPANTS AND PETS IN HOUSEHOLD			
(Note: All occupants over 21 must fill out separate applications)			
Persons and Pets who are not listed below are NOT authorized to live in the rental home.			
Unauthorized occupants and pets will be a lease violation.			
List All Other Occupants/ Pets	DOB	Relationship	
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

3. EMPLOYMENT HISTORY			
1. Applicant's Current Employer's Company Name: _____			
Address: _____ City: _____ State: _____ Zip: _____			
Phone No. _____ Supervisor's Name: _____ Monthly Income (Gross) \$ _____			
Job Description: _____ Employment Date: From: _____ To: _____			
PROVIDE SOURCE OF INCOME TO PAY RENT IF YOU ARE NOT CURRENTLY EMPLOYED:			

2. Applicant's Previous Employer's Company Name: _____			
Address: _____ City: _____ State: _____ Zip: _____			
Phone No. _____ Supervisor's Name: _____ Monthly Income (Gross) \$ _____			
Job Description: _____ Employment Date: From: _____ To: _____			
3. Applicant's Previous Employer's Company Name: _____			
Address: _____ City: _____ State: _____ Zip: _____			
Phone No. _____ Supervisor's Name: _____ Monthly Income (Gross) \$ _____			
Job Description: _____ Employment Date: From: _____ To: _____			
SPOUSE'S EMPLOYMENT HISTORY			
1. Spouse's Current Employer's Company Name: _____			
Address: _____ City: _____ State: _____ Zip: _____			
Phone No. _____ Supervisor's Name: _____ Monthly Income (Gross) \$ _____			
Job Description: _____ Employment Date: From: _____ To: _____			
2. Spouse's Previous Employer's Company Name: _____			
Address: _____ City: _____ State: _____ Zip: _____			
Phone No. _____ Supervisor's Name: _____ Monthly Income (Gross) \$ _____			
Job Description: _____ Employment Date: From: _____ To: _____			

4. APPLICANT'S RENTAL OR MORTGAGE HISTORY

1. Applicant's Current Residence: Name of Owner, Apt. Community or Mortgage Co. _____
 Current Address: _____ City _____ State _____ Zip _____
 Monthly Rent Payment: \$ _____ From: _____ To: _____ Phone No. _____
2. Applicant's Previous Residence: Name of Owner, Apt. Community or Mortgage Co: _____
 Current Address: _____ City _____ State _____ Zip _____
 Monthly Rent Payment: \$ _____ From: _____ To: _____ Phone No. _____
 Reason for Leaving: _____
3. Applicant's Previous Residence: Name of Owner, Apt. Community or Mortgage Co: _____
 Current Address: _____ City _____ State _____ Zip _____
 Monthly Rent Payment: \$ _____ From: _____ To: _____ Phone No. _____
 Reason for Leaving: _____

SPOUSE'S RENTAL OR MORTGAGE HISTORY

1. Spouse's Current Residence: Name of Owner, Apt. Community or Mortgage Co: _____
 Current Address: _____ City _____ State _____ Zip _____
 Monthly Rent Payment: \$ _____ From: _____ To: _____ Phone No. _____
2. Spouse's Current Residence: Name of Owner, Apt. Community or Mortgage Co: _____
 Current Address: _____ City _____ State _____ Zip _____
 Monthly Rent Payment: \$ _____ From: _____ To: _____ Phone No. _____
 Reason for Leaving: _____
3. Spouse's Current Residence: Name of Owner, Apt. Community or Mortgage Co: _____
 Current Address: _____ City _____ State _____ Zip _____
 Monthly Rent Payment: \$ _____ From: _____ To: _____ Phone No. _____
 Reason for Leaving: _____

5. AUTOMOBILE

Year	Make (Ford, etc.)	Model (Taurus, etc.)	Color	Tag No.	State	County
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

Describe any other vehicle, boat or trailer you are requesting to use or store at the Apartment Community:

6. EMERGENCY CONTACT PERSONS

1. _____
 Name of Family Member, Other than Spouse _____ Phone _____ Relationship _____

 Address _____ City _____ State & Zip _____
2. _____
 Name of Person Other than Family Member _____ Phone _____ Relationship _____

 Address _____ City _____ State & Zip _____

8. CREDIT INFORMATION

1. Type of Credit Card. _____ Date Opened _____
 Last 4 numbers of Acct#. _____ Current Balance: \$ _____
2. Type of Credit Card. _____ Date Opened _____
 Last 4 numbers of Acct#. _____ Current Balance: \$ _____

11. APPLICANT'S AGREEMENT AND UNDERSTANDING REGARDING SUBMISSION OF THIS APPLICATION.
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False or Misleading information. The failure to fill out all sections of this form may result in the denial of your application. Providing false or misleading information could result in denial of your rental application or termination of your rental agreement. It is our policy to disapprove the application of any person who could represent a threat and, to, or, in the health, safety, and welfare of the other residents, occupants, visitors, and staff of the apartment community. Inappropriate or abusive conduct during the application process by the applicant or those desiring to rent an apartment will result in denial of the rental application. A copy of a valid Federal/State ID will be required with each rental application.

Equal Housing Opportunity Policy. It is Management's policy to provide housing for all applicants without regard to race, color, religion, national origin, sex, marital status, or disability. Management and the owner of this apartment community are Equal Housing Opportunity providers. It is also Management's policy to provide or allow reasonable accommodations and modifications to our rental policies and apartment community to persons with demonstrated disabilities. If applicable, the applicant or resident must provide sufficient information about the need for any such accommodation or modification and allow Management sufficient time to review and approve the same. Because the property already meets all accessibility requirements, the cost of most modifications and returning the property to normal conditions upon lease termination will be the responsibility of the applicant or resident. Applicant or resident agrees to provide or supplement information regarding any such requests for accommodations or modifications promptly in writing upon management's request.

Good Faith Deposit. Applicant understands and agrees that the Good Faith Deposit and other Deposits or Non-refundable fees paid will be returned if applicant is not accepted as a resident. Applicant will have **24 hours** after submitting this application to withdraw the application and receive a full refund of the Good Faith Deposit. The notice of withdrawal must be in writing. The application fees, however, are non-refundable. If Applicant does not withdraw the application within the time specified above and Applicant is approved for occupancy, the Applicant agrees to sign a rental agreement and take possession of an apartment. If the Applicant does not withdraw the application by written notice within the time specified above and is approved for occupancy but fails or refuses to sign a rental agreement and take possession of the apartment on or before the anticipated move-in date (above), the Good Faith Deposit and other deposits or non-refundable fees shall be retained by Management as liquidated damages. Applicant acknowledges that the Good Faith Deposit is not a security deposit; however, upon signing a rental agreement, the Good Faith Deposit will be applied towards any Security Deposit or Non-Refundable Fees specified in the Rental Agreement. In the event Applicant defaults under the terms of this Application, Applicant acknowledges that Management shall keep the Good Faith Deposit and other deposits and non-refundable fees as liquidated damages, which are compensation for holding the apartment off the market. Applicant agrees that the amount of lost rent in holding the apartment off the market is unknown and that this provision is intended as a good faith estimate of Management's damages in the event of Applicant's default. The Good Faith Deposit does not constitute a security deposit.

Rental Qualification Criteria. Applicant understands and agrees that the rental application will be reviewed using business judgment, decisional criteria, a point scoring system, or a combination of those systems. In order to qualify for housing, the applicant must have good rental, credit, and criminal background histories. Applicant must demonstrate the financial ability to afford the apartment under Management's rental qualification criteria. A Co-signer or guarantor is not a substitute for unacceptable rental, credit or criminal background histories. Poor rental history because of disapproval of co-signer's roommate or guarantor's application or because of a prior history of late payments, lease violations, failure to give proper notice, or damages exceeding normal wear and tear may result in denial of the applicant's rental application. However, the lack of a rental history may not necessarily result in a denial of the application. While co-applicants (either as spouses or roommates), co-signer's and guarantors may be allowed in order to meet the rental qualifications, each of those persons must meet the rental qualification criteria applicable to his or her particular rental application circumstances. Applicant must demonstrate a certain earning level or source of income, savings or assets sufficient to insure the ability of the applicant to pay the monthly rent and living expenses, taking into account any revolving, recurring or monthly debt from credit cards and loans. Self-employed applicants may need to provide income tax returns and other business financial records (such as income and expense statements, asset statements, and personal net worth statements). Self employed persons and corporate renters may be required to pay an additional application fee to obtain Dunn and Bradstreet credits reports on themselves or their companies and submit income tax returns. Unemployed or retired applicants may need to provide additional financial documentation of ability to pay rent.

Availability of Apartment Desired or Requested. At the time of this application, applicant has expressed interest in a particular floor plan or type of apartment and may have requested occupancy of a specified apartment. Management cannot guarantee that the particular unit desired would be available on the date requested by the applicant, as there are many variables, which could result in delay or unavailability of the apartment unit. Applicant agrees to take occupancy of a comparable apartment offered by Management that reasonably matches the applicant's desired floor plan and move in date. Applicant understands that Management may not be able to provide the desired apartment, floor plan, or move-in date if applicant changes his or her planned or expected move-in date. Unavailability of the desired apartment on the desired date does not relieve applicant from his or her contractual obligations under this agreement. Management will not be held liable for any cost incurred by the applicant during a delay, including without limitation additional rent, mover rescheduling fee, or storage.

Property Damage: Applicant understands and agrees to fully reimburse Management for all property damage, ordinary wear and tear expected.

Applicant's Rental Decision. Applicant has either asked about or reviewed the Apartment Rental Agreement and Addendums, which he or she is expected to sign upon approval of this application. Applicant agrees that he or she has fully questioned Management regarding any important information about rental of an apartment at this community. Applicant is satisfied with the responses to his or her questions and is fully informed as to all information needed to make his or her decision to apply for an apartment. Applicant understands that not all apartments in the community have line of sight to receive satellite communications and that Management cannot guarantee high-speed Internet access. Applicant understands that there are limitations on the number of persons who may occupy an apartment unit, usually expressed as the HUD approved standard, which allows Management to limit occupancy to no more than two persons per bedroom or sleeping space. Applicant understands and agrees that he or she must pay for all utilities and services supplied to the apartment, including, but not limited to water and waste water, sanitation, pest control, electricity, natural gas, cable, phone and other telecommunication services. Applicant is aware that any rental concessions offered may be available only for limited times and that Applicant must comply with all conditions required to receive the concession without having to be responsible for reimbursing Management for the rental value of the concession. Such conditions include fully completing the expected term of the agreement without defaulting under the lease and without using any early termination provision. Applicant has had the opportunity to ask questions about the existence of crime in the apartment community and fully understands that Management and the Owner of the apartment community does not provide security or security devices which are intended to detect, deter, or report crimes committed. Applicant understands and agrees that there are limitations on the size, number and type of motor vehicles or other transportation, boats, trailers, and equipment, which may be used or stored on the apartment property. Only authorized motor vehicles may be used or parked on the property. In general, no apartment may have more than two automobiles per apartment unit; however, applicant has specifically inquired about and understands the content of parking rules and regulations he or she will be expected to sign if approved for occupancy. Applicant fully understands that any false or misleading information provided to Management during the rental application process could lead to termination or eviction from the apartment community at a later date after taking occupancy once Management learns that the information provided was false, misleading, or inaccurate. The specification of a particular apartment as the one desired by applicant does not constitute a representation or promise by Management that the apartment specified would in fact be available on the desired date. Applicant acknowledges and accepts Management rights of access and/or to enter the unit for pest control, fire safety, etc. conditions that may apply. Management may notify applicant either verbally or in writing once the application has been approved. After applicant has been approved or after Management has notified applicant that an apartment is ready for occupancy, applicant must promptly sign a lease and take occupancy of the apartment in order to avoid losing the good faith deposit and non-refundable fees.

NOTICE: YOU ONLY HAVE A LIMITED TIME TO CHANGE YOUR MIND IN WRITING ABOUT APPLYING FOR AN APARTMENT. YOU CAN LOSE YOUR GOOD FAITH DEPOSIT AND OTHER NON-REFUNDABLE FEES IF YOUR APPLICATION IS APPROVED AND YOU FAIL TO SIGN A LEASE OR TAKE OCCUPANCY OF THE APARTMENT.

APPLICANT CERTIFIED THAT HE OR SHE HAS FULLY AND TRUTHFULLY ANSWERED ALL QUESTIONS ASKED AND VERIFIED THE ACCURACY OF ALL INFORMATION PRESENTED AND AUTHORIZES VERIFICATION OF ALL INFORMATION PROVIDED.

Authorization for Management to Verify Rental Application and Obtain Credit Report. The above information is complete and correct. I understand that Management will rely on the information provided in making a decision to accept, conditionally accept or deny my rental application. Applicant authorizes Management and its agents to verify the information provided by pulling my credit file and criminal records and contacting my current and former employers and landlords. Applicant releases Management and any third parties who provide information to verify this application from all liability, claims and lawsuits with regard to the information obtained, regardless of the source. Applicant agrees to indemnify and hold harmless Management, its agents, current or prior landlord, current or prior employer, and all other persons whomsoever provide information, regardless of whether the information provided is negative.

Authorization to Obtain Credit Report, A Criminal Background Report and Other Information in Connection with Collection of a Debt. Applicant agrees that management or any collector retained by management is expressly authorized at any time to obtain a consumer report (credit report) or criminal background report on applicant and to obtain information on applicant's location and employment in connection with the collection of any amounts or damages claimed due from applicant as a resident under any rental agreement with management. Any employers, banks, landlords, businesses, consumer reporting agencies, or other third parties are entitled to reply on the undersigned authorization and cooperate in providing the requested information to assist in collection of any debt owed by applicant as a resident under any rental agreement. Applicant authorizes any notices or demands for payment to be mailed to applicant in care of contact persons named in Section 6 above.

Date Application Completed: _____

Applicant's Full Legal Signature: _____

Print Applicant's Full Name: _____

Spouse's Full Legal Signature: _____

Print Spouse's Full Name: _____

Date and Time Application Received by Management: _____

STATEMENT OF RENTAL POLICY

This property does not discriminate on the basis of race, color, religion, sex, disability, familial status, or national origin. Applicants will be accepted on a first come, first serve basis and subject to the availability of apartment type requested. A rental application is to be completed by each applicant. Any omissions or falsifications may result in rejection of application or termination of lease. A U.S. government issued photo identification such as a driver's license or military ID will be required for identification and a copy will be retained in the file at the time of application. All applicants must be a minimum of 21 years of age. Any application not submitted in person must be notarized. Applicants must have either a valid Social Security Number or an Individual Tax Identification Number. A list of other acceptable forms of documentation is available upon request.

In the event that a co-signer is permitted, the co-signer will be fully responsible for the lease if the occupying resident defaults. Co-signers are not permitted if the applicant is declined due to unsatisfactory credit or if the occupying party does not receive a preferable reference from a previous landlord. Co-signers must make 5 times the monthly market rent as income. Bankruptcy must be older than 2 years from date of discharge.

When considering an applicant for residency, five personal categories will be carefully reviewed. It is mandatory that a source of income must be verified to be able to be approved. **Approved applicants will meet the following criteria by accumulating at least 14 points per the point system below. Applicants earning between 12-13 point still qualify with a greater deposit equal to 1 ½ months' rent for security deposit. Co-signers must earn 17 points to be approved. Applications that earn less than 11 points will be automatically declined.**

1. Credit

700 and above	5 points
600-699	3 points
599 and below	0 points
No credit	1 points

Any credit score under 575 will also disqualify your application.

2. Employment History (Verifiable through employer inquiry or notarized letter of employment)

3 or more years of consecutive work	5 points
1 – 3 years of consecutive work	3 points
Less than 1 year of consecutive work	1 points
Unemployed	0 points
Retired / graduating students	3 points

3. Rental History/Mortgage History (Verifiable through landlord inquiry and/or mortgage inquiry)

The applicant must have complied with all community policies and may not have any unresolved debts. 1 point will be deducted for every late payment over 10 days or NSF check

3 or more years of rental/mortgage history	5 points
1 – 3 years of rental/mortgage history	3 points
Less than 1 year of rental/mortgage history	1 points
No rental history	0 points
Management Company would not give favorable reference	Decline of application
Mortgage History not in good standing	Decline of application

Any Past Evictions will automatically disqualify you. No Exceptions.

4. Income (Verifiable by paycheck stub, W-2 or previous years tax return. A verifiable source of income is mandatory to be approved)

Monthly Income equals 5 times the rent	5 points
Monthly Income equals 3.5 – 5 times the rent	3 points
Monthly income equals 3 – 3.5 times the rent	1 points
Monthly income equals less than 3 times the rent	0 points
Roommates monthly income equals 2.5 – 3 times the rent	3 points

5. If applicable, anyone having a felony charge, drug related misdemeanor and/or felony conviction, this would be automatic decline of application.

No more than 2 occupants per bedroom in each floor plan are permitted, with the exception of a newborn less than 6 months of age. Roommates must qualify individually, must execute the lease and all addenda and will be fully responsible for the entire rental payment. Two vehicles will be permitted per home. **Boats, trailers, commercial vans, campers, jet skis are not permitted.** Vehicles before 1988 may not be allowed. Pets are prohibited except within the following restrictions. A Pet Agreement must be signed. (2) Pets per apartment, pet may not exceed 200 lbs. And an additional deposit/fee may be required. Pet must be at least one year old and established pet fee and deposits must be paid in full at move-in. Select breeds may be prohibited.

An application fee of **\$75.00 per applicant (anyone over the age of 21 must submit an application)** is required and must be paid in full at the time of application. In the event the applicant cancels after 24 hours, the **\$75.00 per applicant will** be forfeited and is nonrefundable. When the lease is signed you will have a **\$200.00 Admin/Trash Fee** with a yearly Trash Maintenance Fee of **\$150.00** due when the lease is renewed.

Security Deposit is equal to one Month's Rent.

I (WE) HAVE READ THE ABOVE AND UNDERSTAND THE CRITERIA FROM WHICH MY (OUR) APPLCIATION WILL BE APPROVED.

APPLICANT'S SIGNATURE

DATE

Signature must be notarized if not signed in presence of management

APPLICANT'S SIGNATURE

DATE

Signature must be notarized if not signed in presence of management

MANAGEMENT REPRESENTATIVE

DATE