

## APPLICATION FOR APARTMENT

Mandeville Lake Apartments \_\_\_\_\_ Date: \_\_\_\_\_  
Desired Date of Occupancy: \_\_\_\_\_ Apartment #: \_\_\_\_\_  
Lease Term: \_\_\_\_\_ Monthly Rental Rate: \$ \_\_\_\_\_  
Security Deposit: \$500.00 Pet Fee: \$ \_\_\_\_\_

This information is sought to assure the most responsible residents and occupants possible and to assist the management in case of emergencies. Your cooperation is appreciated.

Full Name of Applicant/Occupant \_\_\_\_\_ Date of Birth \_\_\_\_\_ Email Address \_\_\_\_\_  
Telephone No. \_\_\_\_\_ Driver's License No./State \_\_\_\_\_ Social Security No. \_\_\_\_\_  
Marital Status \_\_\_\_\_ Single \_\_\_\_\_ Married \_\_\_\_\_ Divorced \_\_\_\_\_ Widowed \_\_\_\_\_ Separated \_\_\_\_\_

### RENTAL HISTORY

Address Presently Residing \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_ How Long? \_\_\_\_\_ Monthly Rent \_\_\_\_\_  
Name of Apartment Presently Residing \_\_\_\_\_ Apt. No. \_\_\_\_\_ Phone No. \_\_\_\_\_ Owner/Manager's Name \_\_\_\_\_

Why Are you Leaving Your Present Address?

Name of Apartment at Which You Previously Resided \_\_\_\_\_ How Long? \_\_\_\_\_ Phone No. \_\_\_\_\_  
Address \_\_\_\_\_ Apt. No. \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_ Owner/Manager's Name \_\_\_\_\_

Have you or any occupant who will be living in this apartment ever: (A) been evicted or asked to move out? (B) broken a rental agreement or lease contract? (C) declared bankruptcy?

Have you or any occupant who will be living in this apartment ever: (A) been sued for non-payment of rent? (B) been sued for damages to rental property?

### EMPLOYMENT HISTORY

Name of Employer \_\_\_\_\_ Address \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_  
Position/Profession \_\_\_\_\_ How Long? \_\_\_\_\_ Work Phone No. \_\_\_\_\_  
Gross Monthly Income \_\_\_\_\_ Name of Supervisor \_\_\_\_\_ Supervisor's Phone No. \_\_\_\_\_

Previous Employer \_\_\_\_\_ Address \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_  
Position/Profession \_\_\_\_\_ How Long? \_\_\_\_\_ Work Phone No. \_\_\_\_\_  
Gross Monthly Income \_\_\_\_\_ Name of Supervisor \_\_\_\_\_ Supervisor's Phone No. \_\_\_\_\_

Full Name of Spouse \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Spouse's Social Security No. \_\_\_\_\_ Driver's License No./State \_\_\_\_\_  
Spouse's Present Employer \_\_\_\_\_ Address \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_  
Position/Profession \_\_\_\_\_ How Long? \_\_\_\_\_ Work Phone No. \_\_\_\_\_  
Gross Monthly Income \_\_\_\_\_ Name of Supervisor \_\_\_\_\_ Supervisor's Phone No. \_\_\_\_\_

**ACKNOWLEDGEMENT BY PERSON(S) SIGNING.** The undersigned person(s) represent all the above statements as true and complete and hereby authorize verification of such information via consumer reports, rental history reports and other means. Such authorization does not require owner to make verifications or investigations. Failure to answer any of the above inquires shall entitle owner to reject this application. False information given above shall entitle owner to (1) reject this application, (2) retain the application fee(s) and deposit(s) as liquidated damages for owner's time and expenses of processing this application, and (3) terminate resident's right of occupancy. False information may also constitute a serious criminal offense under the laws of this state. In any lawsuit relating to this application, application agreement or rights under statute of government regulations, the prevailing party is entitled to recover attorney's fees and all other costs of litigation from the non-prevailing party. Owner reserves the right to regularly and routinely furnish information to consumer reporting agencies about performance of lease obligations by residents. Such information may be reported at any time and may include both favorable and unfavorable information regarding a resident's compliance with the lease, rules and financial obligations.

---

Signature of Applicant/Occupant

---

Signature of Applicant's Spouse

#### **APPLICATION AGREEMENT**

This is to be signed below only if owner has not yet accepted applicants and co-applicants, and if owner has not yet signed the lease contract. Co-Applicants are other persons who are "residents" in the attached lease or in the "Contemplated Lease Information" at the top of this page.

1. **LEASE INFORMATION.** The lease contemplated by the parties is attached or if no lease is attached, the lease shall be the current lease contract. Special information and conditions are indicated in the attached lease or in the "Contemplated Lease Information" above.
2. **APPLICATION FEE, IF APPLICABLE (NOT REFUNDABLE).** Applicant has delivered to owner's representative an "application fee" in the amount indicated below which partially defrays the cost of administrative paperwork. It is not refundable.
3. **APPLICATION DEPOSIT (MAY OR MAY NOT BE REFUNDABLE).** In addition to the above application fee, applicant has delivered to owner's representative an "application deposit" in the amount indicated below. The application deposit is not a security deposit at this time. The application deposit will be either (a) credited to the required security deposit under paragraphs 4 or 5 below, (b) refunded under paragraph 6 below or (c) retained by owner as liquidated damages under paragraphs 7 or 8 below.
4. **APPROVAL WHERE LEASE IS SIGNED IN ADVANCE BY APPLICANT(S).** If applicant and all co-applicants have already signed the lease at the time of owner's approval, owner's representative will notify applicant and all co-applicants of such approval, sign the lease, and then credit the application deposit of all applicants toward the required security deposit.
5. **APPROVAL WHERE LEASE IS NOT YET SIGNED BY APPLICANT(S).** If applicant and all co-applicants have not signed the lease at the time of owner's approval, owner's representative will notify applicant and all co-applicants of such approval, sign the lease when applicant and all co-applicants have signed, and then credit the application deposit of all applicants toward the required security deposit.
6. **REFUND UPON NON-APPROVAL.** If applicant or any co-applicant is disapproved, the application deposit of all applicants will be promptly refunded.
7. **APPLICANTS FAILURE TO SIGN.** Applicant and all co-applicants must sign the lease within three days after receiving notice of owner's approval.
8. **WITHDRAWAL BY APPLICANT.** Owner has agreed to take the dwelling unit off the market while owner considers approval of applicant and co-applicant. Neither the application nor the application deposit may be withdrawn by the applicant or any co-applicant. If applicant or any co-applicant withdraws his application or notifies owner that he has changed his mind about taking the dwelling unit, the application deposit of all applicants will be retained by owner as liquidated damages, and the parties shall have no further obligations to each other.
9. **KEYS.** Keys will be furnished only after (1) the contemplated lease and other rental documents have been signed by owner, applicant and all co-applicants, and (2) all applicable rentals and security deposits have been paid in full.
10. **NOTICES.** If owner notifies either applicant or applicant's spouse, it shall be considered notice to both. If either applicant or applicant's spouse notifies owner, it shall be considered notice from both.

11. NO NOTICE FROM OWNER. If applicant or co-applicants have not received notice of approval or non-approval from owner within 5 days of the latest date shown below, applicant shall be responsible for contacting owner's representatives to verify approval or non-approval.

12. RECEIPT.

Application Fee (Non-refundable, if applicable) \$ \_\_\_\_\_

Application Deposit (May or may not be refundable) \$ \_\_\_\_\_

Total monies received by owner on date below. \$ \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature of Applicant's Spouse \_\_\_\_\_ Date \_\_\_\_\_

Signature of Owner's Representative \_\_\_\_\_ Date \_\_\_\_\_

Signature of owner's representative is consent to above application agreement only. It does not bind owner to accept applicant or to sign the proposed lease agreement.

**CREDIT REFERENCES**

Name of Bank	Address	City/State/Zip Code	Phone No.
--------------	---------	---------------------	-----------

Active Checking Account #	Active Savings Account #
---------------------------	--------------------------

Retail Credit (Active Accounts Only)	City	Account #
--------------------------------------	------	-----------

Visa/Master Card/American Express/Discover	Account #	Expiration Date
--	-----------	-----------------

Other Credit Card	Account #	Expiration Date
-------------------	-----------	-----------------

List Children and All Other Adults Who Will be Occupying the Apartment With You

Name	Relationship	Date of Birth	Sex	Social Security #
------	--------------	---------------	-----	-------------------

List All Vehicles to Be Parked on the Premises

Make/Model of Vehicle	Year	License #	State	Color
-----------------------	------	-----------	-------	-------

Make/Model of Vehicle	Year	License #	State	Color
-----------------------	------	-----------	-------	-------

Do You Have Any Pets?	Kind, weight, Breed, Age, Name & color	#Lbs. Full Grown
-----------------------	--	------------------

In Case of Emergency Notify:	Work Phone No.	Home Phone No.
------------------------------	----------------	----------------

Street Address	City/State/Zip Code	Relationship
----------------	---------------------	--------------

In the event of serious illness or death of resident, the above person may \_\_\_\_\_ or may not \_\_\_\_\_ enter, remove, and/or store all contents found in the dwelling, storerooms, common area and mailbox.

In the event of serious illness or injury contact the following	City/State	Phone #
---	------------	---------

How Were You Referred to Us?	Friend	Driving by	Newspaper	Other
------------------------------	--------	------------	-----------	-------

Did a Resident at This Property Refer You?	If Yes,	Name	Apartment #
--	---------	------	-------------

Name of Rental Agency or Locator Service (If Applicable)	Rental Agent's Name
--	---------------------

Other Information: