

Application for Residency

(Every additional live-in resident over the age of 18 as of the lease commencement date must submit a separate application and sign the lease)

APPLICANT

Full Name (Last) _____ (First) _____ (MI) _____ Date of Birth _____
 Home Phone Number (____) _____ Cell Phone Number (____) _____
 Work Phone Number (____) _____ E-mail Address: _____ Gender _____
Male/Female
 Social Security # _____
 Proof of Identification: Type _____ Identification Number _____
(Examples: Driver's License, Passport, etc.)

SPOUSE

Full Name (Last) _____ (First) _____ (MI) _____ Date of Birth _____
 Home Phone Number (____) _____ Cell Phone Number (____) _____
 Work Phone Number (____) _____ E-mail Address: _____ Gender _____
Male/Female
 Social Security # _____
 Proof of Identification: Type _____ Identification Number _____
(Examples: Driver's License, Passport, etc.)

How did you hear about us? _____

LIST OTHERS WHO WILL RESIDE IN APARTMENT ON A PERMANENT BASIS:
 (To be used only for additional live-in residents of apartment as of the lease commencement date. Only 2 persons per bedroom area are permitted to occupy an apartment.)

Full Legal Name	Social Security Number	Relationship to Applicant	Date of Birth
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

RESIDENCY INFORMATION (please include at least 2 years of prior residences):

Present Address: _____ Apt # _____
 Phone (____) _____ City _____ State _____ Zip _____
Area Code
 Monthly Payment \$ _____
 Rent or Own? _____ Dates: From _____ / _____ / _____ To _____ / _____ / _____
Month/Year
 Landlord/Lender Name _____ City _____ State _____
 Phone (____) _____
Area Code
Previous Address: _____ Apt # _____
 City _____ State _____ Zip _____
 Monthly Payment \$ _____
 Rent or Own? _____ Dates: From _____ / _____ / _____ To _____ / _____ / _____
Month/Year
 Landlord/Lender Name _____ City _____ State _____
 Phone (____) _____
Area Code

EMPLOYMENT INFORMATION:

Name _____ Address _____
 City _____ State _____ Zip _____
 Phone (____) _____ Employment Date: From _____ / _____ / _____ To _____ / _____ / _____
Area Code
 Title _____ Gross Annual Salary \$ _____ Supervisor Name _____

Spouse Employer:

Name _____ Address _____
 City _____ State _____ Zip _____
 Phone (____) _____ Employment Date: From _____ / _____ / _____ To _____ / _____ / _____
Area Code
 Title _____ Gross Annual Salary \$ _____ Supervisor Name _____

FOR OFFICE USE ONLY

Date	Agent	Apt # Type
Rental Amount \$ _____ App Fee \$ _____ Admin \$ _____ SP \$ _____	Lease Term	Occupancy Date
Special: Pet fee: Pet Rent:	Application approved _____ Declined _____	Manager's Signature



OTHER INCOME:

Type of Income	Source/Bank	Gross Annual Amount
_____	_____	\$ _____
_____	_____	\$ _____

Relative/Emergency Contact (Not Residing With You):

1. Name _____ Relationship _____
Home Phone Number (____) _____ Work Phone Number (____) _____
Address _____ City _____ State _____ Zip _____

2. Name _____ Relationship _____
Home Phone Number (____) _____ Work Phone Number (____) _____
Address _____ City _____ State _____ Zip _____

VEHICLES:	Make	Model	Color	License #	State	Year
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

Boats, jet skis, trailers, campers and/or other recreational vehicles are prohibited.

PETS:

Name	Type	Gender	Mature Weight (lbs.)	Breed	Color	Age
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

NOTE: Keeping of pet or animal requires consent of management, payment of applicable fees, and execution of Pet/Animal Addendum. In specific circumstances, certain animals may be kept for limited purposes pursuant to Landlord's policies, such as animals used for individuals with disabilities and official police dogs. For further details, please refer to Landlord's pet and community policies.

A (\$400.00 dog fee, \$250.00 cat, rabbit, ferret, and large parrots fee) non-refundable pet fee per pet is required due no later than the day of move-in. The pet fee will not be applied to any future damages that the pet/s may cause. An additional monthly pet rent is required in the amount \$20.00. Only two animals (which cannot exceed more than 75 lbs per pet) are allowed per apartment.

Disclosures

The Civil Rights Act of 1968, as amended by the Fair Housing Act Amendments of 1988, prohibits discrimination in housing based on race, color, national origin, religion, sex, handicap, or familial status. The management of this property is committed to complying with the letter and spirit of the laws which provide an equal housing opportunity to all. The federal agency which administers compliance with the fair housing laws is the United States Department of Housing and Urban Development.

Certifications for Residency Application

Application Fee

I hereby agree, in the event of the approval of this application, to execute a lease in accordance with the terms set forth in this rental application and my rental liability shall commence pursuant to the terms of the lease. I agree that the \$40.00 application fee, which shall be retained by Landlord to cover Landlord's various costs of evaluating my application, whether or not Landlord approves my application, or whether or not I sign a lease or take possession of an apartment home, and I agree to this amount being retained by Landlord as a reasonable estimate of the actual costs to Landlord to evaluate my application. I understand that the application fees accompanying this application are non-refundable after I execute this application and will not be applied against the security deposit or any rent payable pursuant to the lease. Landlord and/or agent for Landlord reserve the right to reject this application and to refuse possession of the below-mentioned accommodation except for prohibitions under Disclosures above.

Security Deposit

In addition to the foregoing application fee, I agree that the \$100.00 security deposit accompanying this application shall be retained by Landlord to hold the unit identified on page three of this application for occupancy by me upon approval of this application and execution of a lease. If my application is rejected for any reason other than the falsification of information by me, the security deposit shall be refunded to me. If my application is accepted, but I notify Landlord that I do not desire to lease the unit within 48 hours after Landlord notifies me in person or by telephone that my application has been accepted, then Landlord will refund the security deposit to me. Otherwise, Landlord shall be entitled to retain the security deposit to cover Landlord's various costs of holding such unit for me, and I agree to this amount being retained by Landlord as a reasonable estimate of the actual costs to Landlord to hold the unit for my occupancy. If Landlord returns the security deposit to me, Landlord may do so by one check delivered to only one applicant for the unit.

Administrative Fee

In addition to the foregoing application fee and holding fee, I agree that the \$100.00 administrative fee accompanying this application shall be retained by Landlord to cover Landlord's various costs of processing my occupancy of the unit. If my application is rejected for any reason other than the falsification of information by me, the administrative fee shall be refunded to me. If my application is accepted, but I notify Landlord that I do not desire to lease the unit within 48 hours after Landlord notifies me in person, by telephone or by fax that my application has been accepted then Landlord will refund the administrative fee to me. Otherwise, Landlord shall be entitled to retain the administrative fee to cover Landlord's various costs of processing such unit for occupancy by me, and I agree to this amount being retained by Landlord as a reasonable estimate of the actual costs to Landlord to process such unit for my occupancy. I understand that if I occupy the unit, the administrative fee will not be applied against the security deposit or any rent payable pursuant to the lease, but rather shall be retained by Landlord for the costs of processing my application. If Landlord returns the administrative fee to more than one applicant for the unit, then, at the option of Landlord, Landlord may do so by one check jointly payable to all applicants but delivered to only one applicant for the unit.

Any unanswered "yes" or "no" question shall result in the denial of your application.

Have you or any member of your household ever been convicted of or pled guilty or "no contest" or had an adjudication withheld to any felony?
_____ Yes _____ No

Have you or any member of your household ever been convicted of or pled guilty or "no contest" or had an adjudication withheld to a sexual offense?
_____ Yes _____ No

Have you or any member of your household ever been listed on a registry of sexual offenders?
_____ Yes _____ No

Have you or any member of your household ever been convicted of or pled guilty or "no contest" or had an adjudication withheld to any drug-related criminal offense?
_____ Yes _____ No

If yes to any of the above questions, please explain, providing the location, date and nature of the offense:

I have read the foregoing and certify that the information herein is TRUE and CORRECT, that this application is submitted for the purpose of inducing approval of this application on my behalf.

By signing this application, I authorize Landlord or agent for Landlord to verify any information contained herein. Any "yes" response to the personal and criminal history questions above, or any false statement on the application, will lead to the rejection of my application and/or immediate termination of my lease. Further, if I subsequently am involved in conduct which would result in a "yes" response to any of the questions set forth above (even after I sign the lease and take possession of the apartment home), I understand that Landlord may terminate the Lease.

Signature _____ Print Name _____ Date _____

Signature _____ Print Name _____ Date _____

Management Representative Signature _____ Date _____

Consent to Consumer Report and Background Check

This is to inform applicant that, as part of Landlord's procedure for processing applicant's application, an Investigative Consumer Report may be prepared whereby information is obtained through personal interviews with applicant's landlord, employer, or others with whom applicant is acquainted. This also is to inform applicant that, as also set forth in the lease applicant will execute if applicant's application is approved by Landlord, similar Investigative Consumer Reports may be prepared in the future after applicant has executed the lease and become a resident or has vacated the property which is the subject of this agreement. These inquiries include information as to applicant's character, general reputation, personal characteristics, mode of living and credit report. The federal Fair Credit Reporting Act requires Landlord to provide to applicant additional information about the nature and scope of the investigation if applicant provides Landlord with a written request within a reasonable time. Landlord has attached a summary of applicant's rights under the Fair Credit Reporting Act.

I, _____, the undersigned applicant authorize Northwoods Apartments, or its agent, attorney or assign to order and review one or more consumer reports relating to me (including, but not limited to, credit history, rental history (including with other properties owned by property owners affiliated with Landlord), and criminal history). I further authorize Northwoods Apartments, its agent, attorney or assign to order or prepare, and review, investigative consumer reports relating to me. I understand and authorize Northwoods Apartments, its agent, attorney or assign to continue to obtain or prepare consumer reports and investigative consumer reports on me both during the duration of any lease or agreement I may enter into as a result of this application and at any time thereafter, including for the purposes of collection of amounts I may owe under any lease or other agreement. I further authorize and direct all employers, financial institutions, banks, creditors, residential managers/landlords to release any and all information relating to me to Northwoods Apartments or its agent, attorney or assign. I acknowledge that I have received a summary of my rights under the Fair Credit Reporting Act.

I further understand and authorize Northwoods Apartments to obtain and use consumer report information relating to me (including, but not limited to, a credit score) for the purpose of conducting research into statistical credit models and evaluating the performance of various scoring models and sources of consumer reporting information, including, but not limited to, criminal conviction and skip tracing/eviction databases.

Signature _____ Print Name _____

SSN _____ Date _____

Signature _____ Print Name _____

SSN _____ Date _____