



APPLICATION FOR APARTMENT HOME RENTAL

NOTE: This ENTIRE application must be completed or it may not be considered for acceptance. Please read and sign the Qualification Guidelines prior to completing application. All applicants over 18 years of age must submit separate applications.

Apartment: _____ Desired Move-in Date: Earliest Date: _____ Latest Date: _____
Rental Rate: \$ _____ Lease Term: _____ Special Provisions: _____
Last Name: _____ First Name: _____ MI: _____ Sr./Jr.: _____
Social Security: _____-_____-_____ Date of Birth: ___/___/___ Driver License Number: _____ State: _____
Home Phone: _____ Work Phone: _____ Cell Phone: _____
Best time & preferred phone to contact you: _____ Do you have any pets? (Circle) yes or no
How did you learn about our community? _____ Breed: _____
Weight: _____

OCCUPANTS: Total No. of Occupants: _____

Name: _____ Relationship: _____ Sex: _____ Date of Birth: ___/___/___ SSN: _____
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Name: _____ Relationship: _____ Sex: _____ Date of Birth: ___/___/___ SSN: _____
Name: _____ Relationship: _____ Sex: _____ Date of Birth: ___/___/___ SSN: _____

HOUSING INFORMATION:

Present Address: _____ City: _____ State: _____ Zip: _____
How long have you lived there?: _____ Rent: \$ _____ Landlord (Co. or person): _____
Landlord's Phone: _____ Landlord's Fax: _____
Reason for moving? _____
Previous Address: _____ City: _____ State: _____ Zip: _____
How long did you live there?: _____ Rent: \$ _____ Landlord (Co. or person): _____
Landlord's Phone: _____ Landlord's Fax: _____
Reason for moving? _____

EMPLOYMENT INFORMATION:

Present Employer: _____ Address: _____
City: _____ State: _____ Zip: _____
How long? _____ Position: _____ Supervisor: _____ Supervisor's Phone: _____
Human Resource Phone: _____ Salary: \$ _____ per _____
Previous Employer: _____ Address: _____
City: _____ State: _____ Zip: _____
How long? _____ Position: _____ Supervisor: _____ Supervisor's Phone: _____
Human Resource Phone: _____ Salary: \$ _____ per _____

VEHICLE INFORMATION:

VEHICLE(S)/RECREATIONAL #1 (Make, Model, Color, Year): _____

License Plate #1: _____ State: _____

VEHICLE(S)/RECREATIONAL #2 (Make, Model, Color, Year): _____

License Plate #2: _____ State: _____

EMERGENCY CONTACT INFORMATION:

Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Work Phone: _____ Home Phone: _____ Relationship: _____

Have you, your spouse, or any occupant listed in this application ever been ___ evicted, ___ filed bankruptcy, ___ been arrested for a felony or sex related crime?

Please date and list each: _____

I understand that this application for an apartment is subject to acceptance or denial. I hereby state that the information set forth above is true and complete and authorize verification of the information and references given including the investigation of a professional credit check, arrest/convictions record and background check for all applicants. Should any statement made above be a misrepresentation or untrue, the application will be immediately declined and the application fee will be retained as compensation to the agent for holding the apartment off the market.

It is understood the partial security deposit received in the amount of \$ 100.00 will be returned if applicant is not accepted as a resident. If accepted and the resident does not move in on the starting date given, the amount received is hereby acknowledged as liquidated damages for non-performance and will be forfeited by the resident as compensation for holding the apartment off the market. I understand I may cancel this application by written notice within 72 hours and received a full refund of security deposit. If I cancel after 72 hours, I understand I forfeit the security deposit.

I have submitted the sum of \$ 32.00, which is a non-refundable application fee for a credit check and other processing costs of this application. This sum is not a rental payment or security deposit and will be retained by TMI to cover the costs of processing the application whether my application is accepted or not.

I have submitted the sum of \$ 8.00, which is a non-refundable administration fee, but not the application fee. If I cancel after 72 hours, or fail to enter into a rental agreement, I understand that all fees will be forfeited. I understand I will be charged rent from the agreed upon move-date.

I hereby consent to allow Aperto Property Management, through its designated agent and its employees, to obtain and verify my credit information for the purpose of determining whether or not to lease an apartment to me. I understand that should I lease an apartment, Aperto Property Management and its agent shall have the continuing right to review my credit information, rental application, payment history and occupancy history for account review purposes and for improving application review methods.

APPLICANT SIGNATURE: _____

DATE: _____

LEASING SPECIALIST: _____

DATE: _____

FOR OFFICE USE ONLY

Apartment # _____ Unit Type: _____ Applicant Last Name: _____

Person Accepting Application: _____

Person Processing Application: _____

Date the applicant(s) was notified by ___ phone, ___ letter, or ___ in person of ___ acceptance or ___ non-acceptance: _____

Name of applicant who was notified: _____

Name of owner's representative who notified applicant above: _____



Statement of Rental Policy / Qualification Acknowledgement

In order to assist your decision on your new home, we are providing a list of guidelines used to qualify residents for residency in our communities. Nothing contained in these requirements shall constitute representation by APERTO PROPERTY MANAGEMENT, LLC that all residents and occupants currently residing in our community have met or currently meet these guidelines.

FAIR HOUSING STATEMENT. APERTO PROPERTY MANAGEMENT, LLC and the Owner are committed to compliance with all federal, state and local fair housing laws. It is our policy to comply with all laws prohibiting discrimination, including those that prohibit discrimination based on race, color, religion, national origin, sex, familial status or disability.

IDENTIFICATION. Applicants must present a government issued photo identification card for all persons age 18 and older that will be living in the apartment.

APPLICATION AND FEE. A separate rental application must be completed, dated and signed by each applicant and any individual over the age of 18. All individuals 18 years of age, or legally considered an adult by law if not living with a legal guardian, are required to be made a party to the lease. Spouses may complete the same application. A non-refundable application fee and deposit are required at the time an application is submitted.

OCCUPANCY. Unit occupancy standards are as follows: Three (3) people max in a one bedroom apartment home, five (5) people max in a two bedroom apartment home and seven (7) people max in a three bedroom apartment home. The Company complies with applicable laws that require higher or lower occupancy ratios.

INCOME. All applicants must have a combined gross monthly income in an amount no less than (2 ½) times the monthly rental rate. Income must be verified by providing your last (8) pay stubs or written, verifiable documentation from your employer verifying your employment on company letterhead. A request for employment verification form is attached to this application which can be taken to place of employment and have it either faxed or emailed back to the office. Other acceptable forms of verifiable income may include: if self employed, your current tax return, court ordered child or spousal support, social security award letter, GI benefits, pensions, disability payments, trust funds, assets, three (3) months of current bank statements or other legal sources of income received on a regular basis that can be verified.

RENTAL HISTORY. Less than satisfactory rental history including, Evictions and/or Outstanding Debt to a previous landlord may result in automatic denial.

CREDIT HISTORY. Our screening agency evaluates credit, debt to income and rental history against indicators of future rent payment performance. Any unsatisfactory finding may result in the requirement of an additional deposit or denial.

GUARANTORS. Are only accepted for full time students. All guarantors must have a combined gross monthly income in an amount no less than (5) times the monthly rental rate. If a guarantor is needed, they must meet the entire qualifying criteria as presented herein. The guarantor must pay an additional application fee.

CRIMINAL HISTORY. A criminal background screening will be conducted for all applicants including felony and misdemeanor convictions and charges. The following offenses including deferred, convictions, charges and sex offender registrants will result in automatic denial.

Crimes against Person involving assault, homicide, kidnapping and sex related: **Felony convictions** within 50 years and charges pending trial within 5 years, **Misdemeanor convictions** within 10 years and charges pending trial within 5 years.

Crimes Against Property involving arson, burglary, motor vehicle theft, counterfeit, embezzlement, extortion, fraud, robbery, stolen property, destruction of property: **Felony convictions** up to 15 years and charges pending trial up to 5 years, **Misdemeanor convictions** up to 5 years and charges pending up to 3 years.

