



# APPLICATION FOR LEASE

COMMUNITY: \_\_\_\_\_

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

TIME: \_\_\_\_\_  AM  PM

Type of Apartment Desired: STUDIO \_\_\_\_\_ 1 BR \_\_\_\_\_ 2 BR \_\_\_\_\_ 3 BR \_\_\_\_\_ GARDEN \_\_\_\_\_ TOWNHOUSE \_\_\_\_\_

Date Occupancy Desired: \_\_\_\_/\_\_\_\_/\_\_\_\_ Traffic Source: \_\_\_\_\_ Agent: \_\_\_\_\_

**APARTMENT OCCUPANTS (Note: All adults to occupy apartment must sign the lease.)**

NAME: (Head of Household) Phone#: Phone Provider: E-mail:	Date of Birth: / /	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Unmarried	SOCIAL SECURITY NO.
NAME: Phone#: E-mail:	Date of Birth: / /	<input type="checkbox"/> Male <input type="checkbox"/> Female	RELATIONSHIP: <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other	SOCIAL SECURITY NO.
NAME: Phone#: E-mail:	Date of Birth: / /	<input type="checkbox"/> Male <input type="checkbox"/> Female	RELATIONSHIP: <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other	SOCIAL SECURITY NO.
NAME: Phone#: E-mail:	Date of Birth: / /	<input type="checkbox"/> Male <input type="checkbox"/> Female	RELATIONSHIP: <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other	SOCIAL SECURITY NO.
NAME: Phone#: E-mail:	Date of Birth: / /	<input type="checkbox"/> Male <input type="checkbox"/> Female	RELATIONSHIP: <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other	SOCIAL SECURITY NO.

**IN CASE OF EMERGENCY - NOTIFY: (Nearest relatives not living with you.)**

Name:	Address:	City/State/Zip:	Phone:	Relationship:
Name:	Address:	City/State/Zip:	Phone:	Relationship:

COMPLETE THE FOLLOWING WHERE APPLICABLE:

**EMPLOYMENT**

Present Employer: (Name of Company)	Address:	Business Phone: ( )
Supervisor's Name: Phone:	Your Position: How Long?	Gross Income: \$ <input type="checkbox"/> Year <input type="checkbox"/> Month
Former Employer:	Address:	Business Phone: ( )
Supervisor's Name: Phone:	Your Position: How Long?	Gross Income: \$ <input type="checkbox"/> Year <input type="checkbox"/> Month
Spouse's Present Employer:	Address:	Business Phone: ( )
Supervisor's Name: Phone:	Position - Spouse: How Long?	Gross Income: \$ <input type="checkbox"/> Year <input type="checkbox"/> Month

**OTHER INCOME (i.e. part-time job, assistance, disability, pensions, asset interest, etc.)**

Source:	Monthly Gross: \$	Source:	Monthly Gross: \$	Source:	Monthly Gross: \$
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Income from alimony, child support or maintenance payments need not be revealed if you choose not to disclose such income. Is any of the above monthly income derived from alimony, child support or maintenance payment  Yes  No

**RESIDENCE HISTORY**

Present Address: City/State/Zip:	Apt./Landlord/Mortgage	Business Phone:	How Long?	Monthly Payments: \$	Reason for Moving from Present Address: <input type="checkbox"/> Job Transfer <input type="checkbox"/> Better Location <input type="checkbox"/> Price <input type="checkbox"/> Management <input type="checkbox"/> Maintenance <input type="checkbox"/> Other
Former Address: City/State/Zip:	Apt./Landlord/Mortgage	Business Phone:	How Long?	Monthly Payments: \$	

**BUSINESS REFERENCES**

<b>BANK(S)</b>	Institution:	Address:	City/State/Zip:
	Account #: Checking -	Savings -	Name on Account:
<b>SAVINGS &amp; LOAN</b>	Institution:	Address:	City/State/Zip:
	Account #: Checking -	Savings -	Name on Account:
<b>OTHER</b>	Institution:	Address:	City/State/Zip:
	Account #: Checking -	Savings -	Name on Account:

APPLICATION CONTINUED ON REVERSE SIDE

**CREDIT REFERENCES (List all open credit and loan accounts. Show what loan covers; ie auto, motorcycle, boat, house, etc)**

Paid To:	Account #:	For:	Monthly Payments: \$	Balance Owed: \$

**AUTO(S) - MOTORCYCLE - BOAT - CAMPER / RV - PET - LIQUID-FILLED FURNITURE**

Driver's License #: _____ State: _____			Spouse's Driver's License #: _____ State: _____		
Auto(s): Make: _____ Year: _____ Lic. Plate # / State: _____			Auto(s): Make: _____ Year: _____ Lic. Plate # / State: _____		
Auto(s): Make: _____ Year: _____ Lic. Plate # / State: _____			Auto(s): Make: _____ Year: _____ Lic. Plate # / State: _____		
Liquid-Filled Furniture <input type="checkbox"/> Yes <input type="checkbox"/> No Explain: _____			Pets <input type="checkbox"/> Yes <input type="checkbox"/> No Type: _____ Weight at Maturity: _____		
Motorcycle: <input type="checkbox"/> Yes <input type="checkbox"/> No Make: _____		Boat: <input type="checkbox"/> Yes <input type="checkbox"/> No Size/Make: _____		Camper / RV: <input type="checkbox"/> Yes <input type="checkbox"/> No Size/Make: _____	

**GENERAL**

Have you or your spouse ever been sued? <input type="checkbox"/> Yes <input type="checkbox"/> No – If yes, Explain: _____	
Have you or your spouse ever filed for bankruptcy? <input type="checkbox"/> Yes <input type="checkbox"/> No – If yes, When: _____	Where?: _____
Have you or your spouse ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No – If yes, Explain: _____	

Use this area for any additional information you feel might expedite your application:

- I hereby apply for and offer to lease the apartment described herein for the lease term stated, at the rental and upon the terms and conditions set forth herein and in Lessor's standard lease form. I warrant that all of the representations in this application are true and correct.
- I understand that occupancy of the apartment is limited to persons listed above under "Apartment Occupants". I understand that if children are occupants of the premises it is my responsibility to supply adequate supervision at all times.
- With the execution of this application I am (1) making a deposit in the sum of \$ 150.00 (2) paying an administrative fee in the sum of \$ 150.00 and (3) paying an investigative report charge in the sum of \$ 50.00. It is understood that the charge for the investigative report is NOT refundable, Upon execution of the lease by me it is understood that this deposit will be retained by the Lessor and applied to the security Deposit under the terms and conditions contained in the lease. It is further understood that at the time I execute the lease on the premises I will pay the first month's rental and the balance of the Security Deposit. I understand that a covenant of the lease requires rental payments on or before the first day of each and every month thereafter in advance.
- I agree that the Lessor may retain said deposit and administrative fee as liquidated damages for its costs and expenses, and not as a penalty (except for the provision of paragraph 5 herein) if: (1) any of the representations made by me herein are false, or (2) if an apartment is held for me for more than seventy-two (72) hours from the inception of the application and I do not execute a lease for the apartment described herein (or any other apartment mutually agreed upon).**
- I understand that Lessor will refund said deposit to me if the apartment specified (or any other apartment mutually agreed upon) is not available, or if this application is rejected by the Lessor for any reason.
- I understand that I acquire no rights on any apartment until I sign a lease in the form submitted to me; until all monies are paid to the Lessor as set forth above; and the lease is executed by Lessor.
- As is customary in the business, I understand that routine inquiries may be made with respect to my tenancy. In compliance with the Fair Credit Reporting Act, I understand that an investigative consumer report will be made which may include information as to my character, general reputation, personal characteristics and mode of living. The nature and scope of the investigation requested may include information obtained through personal interviews concerning residence verification, marital status, number of dependents, employment, occupation, habits, reputation and mode of living.
- I understand that my application may be rejected if during the investigation there are found to be judgments, lien(s), or bankruptcy in my personal credit history.
- I agree to submit to Lessor valid photo identification (such as a state driver's license).
- Liquid-filled furniture (waterbeds, etc.), boats, campers/RVs and/or pets are not allowed without prior written authorization.**

The term "Lessor" shall include the Owner of the Community as Landlord and Michelson Realty Company LLC as managing agent for owner.

Signature: _____ Applicant	Date: ____/____/____
Signature: _____ Applicant	Date: ____/____/____
Signature: _____ Applicant	Date: ____/____/____
Signature: _____ Authorized Agent	Date: ____/____/____

## RENTAL ACCEPTANCE GUIDELINES

### APPLICATION PROCESSING FEES:

- Application fees are \$50.00 per application. These fees are non-refundable if cancellation occurs by applicant after 72 hours of applying.
- All applicants must be eighteen (18) years or older or be a legally emancipated minor to apply for an apartment. All occupants over eighteen (18) are required to complete an application and be a lease holder.
- No cash accepted. We accept personal checks, money orders and/or cashier's check. We also accept all major credit cards, visit our website at [www.prestonrunapts.com](http://www.prestonrunapts.com), convenience fees may apply.
- Application screening includes current and previous employment, rental history, credit check, eviction/skip search and a criminal background check.
- A security deposit reserves an apartment home and is due at the time of application. In addition, a non-refundable Administrative fee (\$150.00) must be paid in full when submitting your rental application to our leasing office. •Security deposits will be forfeited in full if cancellation occurs by applicant after 72 hours of applying.

### OCCUPANCY STANDARDS:

- Occupancy guidelines are dependent upon size of apartment chosen. Davidson County Codes will be used to confirm appropriateness of number of occupants as needed.
- Guests may not reside in home longer than five (5) days without written consent from management.

**•One (1) vehicle per lease signing person and no more than two (2) vehicles per apartment without written consent from management.**

### INCOME

- Household verifiable gross income must equal or be greater than three (3) times the Market Rental rate of apartment type chosen.
- One (1) year at present job or verifiable former employment or an employment offer letter. Two current pay stubs are required. Other methods to verify income may be available.
- Guarantor lease holders must have verifiable income that equal to five (5) times the Market Rental rate.
- If self-employed, most current tax return and bank statements for the previous two (2) months must be presented. Applicants employed on a commission only or base pay plus tips/commissions/bonuses are considered self-employed (if unable to qualify on base income).

## **CREDIT**

- Monthly outstanding debt payments (including rent) should not exceed 50 percent of monthly gross income.
- No outstanding debt to any housing provider and/or utility provider unless proof of payment in full is provided by debtor.
- Bankruptcy history is acceptable if positive credit is reflected for the most recent 18 months. Open bankruptcy such as Chapter 13 may require up to two months deposit, depending upon the length of time in the Plan.
- First time renters may be required to pay additional deposits.
- International applicants may present a valid passport and/or other valid government issued identification in lieu of domestic credit history.
- A co-signer will not be an available option for an applicant(s) with poor credit or eviction.
- Joint Applicants agree that One (1) account can and will be used to set up the Recurring ACH for payment of Rent and/or monthly fees, and that funding of this account is the responsibility of parties to the lease jointly and severally. Failure of either party to fund his or her portion will not be grounds for nonpayment of rent.

## **Rental History**

- Positive rental history for the past twelve (12) months must be verified by your previous landlord. First time renters and Active Military will be considered to be good history, unless credit states otherwise.
- No more than (3) late payments within a 12 month period and no more than 2 NSF payments within a 12 month period will be allowed.
- No history of Evictions or unpaid Rent Debt. Paid Rent Debt will be considered if positive rental history has been established.

## **Criminal Background**

- A previous felony does not automatically decline your rental application. Each of them are reviewed and a decision is made by the credit screening company based on severity and length since occurrence.

I hereby authorize and direct any federal, state, or local agency, organization, business or individual to release information that will verify in facts as represented on my application to rent an apartment with Preston Run Apartment Homes. I further understand that if I am not present, my signature must be notarized on this form and the application. I understand all parties involved must sign all legal documents and all monies due be paid in full prior to Preston Run releasing keys for the premises.

Applicant Signature/Date: \_\_\_\_\_ Applicant Signature/Date: \_\_\_\_\_

**By clicking the button below to begin the application, you understand and agree that you have read and accept the information above.**