



APARTMENTS

Rental Application

Residents and Occupants

Each co-resident and each occupant over 18 must submit a separate application.

Date when filled out: _____

ABOUT YOU

First Name: _____ Last Name: _____

Current Address (where you live now) _____

City: _____ State: _____ Zip: _____

Phone: _____ Current Rent: \$ _____

Driver's License #: _____ State _____

Your Social Security #: _____ Birth Date: _____

Gender: M F Marital Status: Single Married Widowed Separated

Former last names (maiden and married): _____

Current Owner/Manager's First Name: _____ **Last Name:** _____

Phone: _____ Move-in Date: _____

Why are you leaving your current residence? _____

Your previous home address: _____

City: _____ State: _____ Zip: _____

Owner/Manager: First Name: _____ **Last Name:** _____

Phone: _____ Monthly Rent: \$ _____

Move In Date: _____ Move Out Date: _____

YOUR WORK

Present Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

Work Phone: _____ Position: _____

Your gross monthly income is over: \$ _____ Date you began this job: _____

Supervisor: First Name: _____ Last Name: _____

Phone: _____

Previous Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

Work Phone: _____ Position: _____

Gross monthly income was over: \$ _____

Supervisor: First Name: _____ Last Name: _____

Phone: _____

Dates you began _____ and ended _____ this job.

YOUR CREDIT HISTORY

Your Bank: _____

City: _____ State: _____ Zip: _____

List major credit cards: _____

Other non-work income you want considered. Please Explain: _____

Have you ever owned a home? Yes No

EMERGENCY

Emergency contact person, over 18, who will not be living with you:

First Name: _____ Last Name: _____

Address: _____

City/ State/ Zip: _____

Work Phone: _____ Home Phone: _____

Relationship: _____

If you die or are seriously ill, missing, in jail or penitentiary according to an affidavit of (check one or more)

the above person, your spouse, or your parent or child, we may allow such person(s) to enter your dwelling to remove all contents, as well as your property in the mailbox, storerooms, and common areas. If no box is checked, any of the above is authorized at our option. If you are seriously ill or injured, you authorize us to send for an ambulance at your expense. We're not legally obligated to do so.



APARTMENTS

Rental Application

Residents & Occupants Cont.

YOUR RENTAL/CRIMINAL HISTORY

Check the boxes that apply to you.

- Been evicted or asked to move out
- Broken a rental agreement
- Declared bankruptcy
- Been arrested for any crime, felony, or sex-related crime that was resolved by conviction, probation, court ordered community supervision, or pretrial diversion?

- Been sued for rent
- Been sued for property damage
- Been arrested for any crime, felony, or sex-related crime that has not been resolved by any method? Please indicate the year, location and type of each felony and sex-related crime other than those resolved by dismissal or acquittal.

We may need to discuss more facts before making a decision. _____

You represent the answer is "no" to any item not checked above.

OTHER OCCUPANTS

Name of all persons under 18 who will occupy the unit without signing the lease.

Name: _____ Relationship: _____

Sex: M F Birth date: _____ Social Security #: _____

Name: _____ Relationship: _____

Sex: M F Birth date: _____ Social Security #: _____

Name: _____ Relationship: _____

Sex: M F Birth date: _____ Social Security #: _____

Name: _____ Relationship: _____

Sex: M F Birth date: _____ Social Security #: _____

YOUR VEHICLES

List all vehicles to be parked by you, your spouse or any occupants. Only 2 vehicles per apartment.

Make and color of vehicle: _____

Year: _____ License #: _____ State: _____

Make and color of vehicle: _____

Year: _____ License #: _____ State: _____

How did you hear about Valley View? Sign Newspaper Telephone book Internet Friend Word of mouth Other (please list) _____

AUTHORIZATION

I or we authorize Equity Resource Group Inc., D.B.A. Valley View Apartments, to verify the above information by all available means. Owner is not required to re-verify or investigate preliminary findings.

Applicant's signature: _____ Date: ____ / ____ / ____



APARTMENTS

Application Agreement

- 1. Application Deposit (may or may not be refundable).** You have delivered to our representative an application deposit in the amount indicated in paragraph 10. The application deposit is not a security deposit. However, it will be credited toward the required security deposit when the Lease Agreement has been signed by all parties; OR it will be refunded under paragraph 6 if you are not approved; OR it will be retained by us as liquidated damages if you fail to sign or attempt to withdraw under paragraph 2 or 3.
- 2. If You Fail To Sign Lease Agreement After Approval.** Unless we authorize otherwise in writing you and all co-applicants must sign the agreed upon rate. If you or any co-applicant fails to sign as required, we may keep the application deposit as liquidated damages, and terminate all further obligations under this Agreement.
- 3. If You Withdraw Before Approval.** You and any co-applicants may not withdraw your Application or the application deposit. If, before signing the Lease Agreement, you or any co-applicant withdraws an application or notifies us that you've changed your mind about renting the dwelling unit, we'll be entitled to retain all application deposits as liquidated damages, and the parties will then have no further obligation to each other.
- 4. Completed Application.** An Application will not be considered "completed" and will not be processed until all of the following have been provided to us; a separate Application has been fully filled out and signed by you and each co-applicant; and an application deposit has been paid to us.
- 5. Non-approval In Seven Days.** We will notify you whether you've been approved within seven days after the date we receive a completed Application. Your Application will be considered "disapproved" if we fail to notify you of your approval within seven days after we have received a completed application. Notification may be in person or by mail or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval.
- 6. Refund After Non-approval.** If you or any co-applicant is disapproved or deemed disapproved under paragraph 5, we'll refund all application deposits within _____ days (not to exceed 30 days; 30 days if left blank) of such disapproval. Refund checks may be made payable to all co-applicants and mailed to one applicant.
- 7. Extension Of Deadlines.** If the deadline for signing, approving, or refunding under paragraphs 2, 5, or 6 falls on a Saturday, Sunday, or a state or federal holiday, the deadline will be extended to the end of the next business day.
- 8. Notice To Or From Co-Applicants.** Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from you and all co-applicants.
- 9. Keys Or Access Devices.** We'll furnish keys and / or access devices only after: (1) all parties have signed the Lease Agreement and other rental documents; and (2) all applicable rents and security deposits have been paid in full.
- 10. Receipt.** Application deposit (may or may not be refundable): \$ _____
- 11. Signature.** Our representative's signature is consent only to the above application agreement. It does not bind us to accept applicant or to sign the proposed Lease Agreement.

ACKNOWLEDGMENT

You declare that all your statements on the first page of this Application are true and complete. You authorize us to verify same through any means, including but not limited to consumer reporting agencies and other rental housing owners. If you fail to answer any question or give false information, we may reject the application, retain all application fees and deposits as liquidated damages for our time and expense, and terminate your right of occupancy. Giving false information is a serious criminal offense. In lawsuits relating to the application or Lease Agreement, the prevailing party may recover all attorney's fees and litigation costs from the losing party. We may at any time furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Agreement, the rules, and financial obligations.

This Rental Application and the Lease Agreement are binding legal documents when signed. Please read them carefully. Before submitting a Rental Application or signing a Lease Agreement, you may take a copy of these documents to review and/or consult an attorney. You are entitled to an original of the Lease Agreement after it is fully signed.

Applicant's Signature: _____ date: _____

Applicant's Signature: _____ date: _____

Applicant's Signature: _____ date: _____

Applicant's Signature: _____ date: _____

Applicant's Signature: _____ date: _____

Owner's Representative's Signature: _____ date: _____

FOR OFFICE USE ONLY

Apt. name or dwelling address (street, city): _____ Unit # or type: _____

Person accepting application: _____ Person processing application: _____

Date that applicant or co-applicant was notified by telephone, letter, or in person of acceptance or non-acceptance

Name of person(s) who were notified: _____

Name of owner's representative who notified above person(s): _____

Qualifying Criteria

We are delighted that you are interested in leasing a dwelling in our apartment community. In order to help you in making your decision, we have listed below the criteria for qualifying as a resident with us.

1. A separate rental application must be fully completed, and signed by each applicant and co-applicants over the age of 18 years.
2. Rental application must be reviewed at the time of submission to ensure we have all information needed to determine eligibility.
3. Resident must have owned a home or have a rental history for a minimum of 6 months with a management company or landlord who will verify that:
 - i. Applicant has a good payment history; and
 - ii. Applicant has not been evicted.
4. However, persons who are first time renters or who have not owned a home may qualify by having the lease guaranteed by a guarantor whose monthly income is at least four times the amount of rent and meets all other qualifying criteria. Guarantor must complete and sign guaranty agreement.
5. Family size must be appropriate for the available apartment, i.e. no more than two persons per room. Children older than six months are considered occupants of the apartment.
6. Applicant must have a work history of at least 6 months. Employment and monthly income must be verifiable. Gross monthly income must be 2.5 times monthly rent.
7. Only a relative or employer may guarantee Resident's lease.
8. **Applicant may be denied occupancy for the following reasons:**
 - Falsification of application
 - Incomplete application
 - Insufficient income
 - Poor credit history (credit reports are obtained)
 - Poor rental profile (rental history reports are obtained).

Rental history of:

 - Nonpayment of rent or eviction
 - Drug use
 - Poor housekeeping
 - Poor supervision of applicant's children
 - Unruly or destructive behavior by applicant, applicant's children, or applicant's guests
 - Violence or threatened violence to persons or property by applicant, applicant's children or applicant's guests
 - Criminal history of applicant, applicant's children, or other occupants who plan to live in the dwelling unit

We do not discriminate on the basis of race, color, creed, religion, sex, national origin, disability or familial status.

I HAVE READ AND UNDERSTAND THE ABOVE RENTAL CRITERIA.

Applicant	Date	Applicant	Date
Applicant	Date	Applicant	Date
Applicant	Date	Applicant	Date