

LEASE APPLICATION

First Name Initial Last Name Birth Date SS#
Present Address City State Zip
Phone # (please leave us the BEST # to reach you)
Driver's License # State Expiration Date
From / To Rent/Mortgage Reason for Leaving
Present Landlord Landlord's Address Landlord's Phone #

Previous Address City State Zip
From / To Rent/Mtg. Phone # Reason for Leaving
Previous Landlord Address Phone #

Employer Address Phone #
Position Begin and End dates Gross (before taxes) Weekly Wages
Previous Employer Address Phone #
Position Begin and End dates Gross weekly wages

Co-Applicant or Co-Signer Name Birth Date SS#
Present Address City State Zip
From / To Rent/Mtg. Co-App.Phone # Reason for Leaving
Current Landlord Address Landlord's Phone #

Co-Applicant Employer Address Phone #
Position Begin and End dates Gross Weekly Wages

Do you have any pets? Yes No If so, how many?
Description/Breed Weight/each

Automobile Make Model Year Tag #
Automobile Make Model Year Tag#

- 1. Have you/co-applicant ever filed for Bankruptcy? If so, has it been discharged?
2. Have you/co-applicant ever been evicted? If so, when and from where?
3. Have you/ co-applicant ever been convicted of a Felony?
4. Have you/co-applicant ever been convicted of a Drug Offense?

In case of an emergency, who should we notify?
Name Current Address
Phone # (with area code) Relation to you Hospital Preference (if any)

Please print *Names and Ages* of all occupants to live in the apartment:

_____	_____
_____	_____
_____	_____
_____	_____

**APPLICANT: PLEASE READ THE FOLLOWING CONDITIONS BEFORE SIGNING THE APPLICATION.**

I hereby apply to lease the above described premises for the term and upon the conditions above set forth and agree that the rental fee is to be paid the 1<sup>st</sup> day of each month, or in advance. As an inducement to the owner of the property and to the agent to accept this application, I warrant that all statements above set forth are true; however, should any statement made above be a misrepresentation or not a true statement of facts, I understand that my application may be refused. I understand that the \$30 application fee I pay is non-refundable.

When so approved and accepted, I agree to execute a lease for \_\_\_\_\_ months. Upon acceptance, I agree to pay a security deposit of \$\_\_\_\_\_ that will be deposited within 24 hours, and is non-refundable except if the lease unit is not ready for occupancy by \_\_\_\_\_.

Applicant hereby authorizes Signal View Condominiums and its employees to make any necessary investigation as to the information contained in this application. I understand that this investigation may include, but not be limited to, a credit report, verification of current and previous employment and/or salary, present and past rental history, and a criminal background check. I therefore consent to this investigation, and I certify that all stated facts are true, and it is understood that any misrepresentation or omission may be cause for the management ad/or owners to reject this application and/or terminate the lease.

The above information, to the best of my knowledge, is true and correct.

**PLEASE READ THE ABOVE CONDITIONS BEFORE SIGNING THE APPLICATION.**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Co-Applicant \_\_\_\_\_ Date \_\_\_\_\_

Received by \_\_\_\_\_ Date \_\_\_\_\_

OCCUPANCY STANDARDS

Effective September 1, 1993, the following occupancy standards are adopted:

- ONE BEDROOM- UP TO 2 PEOPLE
- TWO BEDROOM- UP TO 4 PEOPLE
- THREE BEDROOM- UP TO 6 PEOPLE
- FOUR BEDROOM- UP TO 8 PEOPLE

Any application for occupancy that exceeds these limits will not be processed and will be rejected out of hand.

Should any apartment presently exceed these limits and be on a month-to-month lease, renewal of such lease is forbidden and must be terminated with a thirty (30) day written notice. If Management discovers violations at a later date, Management will terminate such tenancies the first of the month following such discovery with a thirty (30) day written notice.

Should any apartments presently exceed these limits and be under a lease, the lease cannot be renewed and must be terminated with a thirty (30) day written notice mailed thirty (30) days prior to the lease ending date.

The above applies to all units managed by Signal View Management, the owner, or the owner's agent.

SIGNATURE OF OCCUPANT(S): \_\_\_\_\_

CO-APPLICANT / CO-SIGNER \_\_\_\_\_

## REQUIREMENTS FOR QUALIFYING

It is our credit policy to thoroughly verify all information given by anyone making application to live at the Signal View Community. Each person must qualify on his/her own ability and standing. Co-signers are accepted in the following instances only: (1) the applicant is a full-time student and the co-signer is a parent or legal guardian; (2) for a retired applicant with present income short of the required ratios and a family member is the co-signer. We will only accept one co-signer per apartment.

Your application will be processed through a professional credit bureau. Although we will process your application as quickly as possible, the amount of time necessary to verify information and process your application will depend on the completeness and accuracy of your responses on the application. We will not process your application unless it is completely filled in, signed, and the application fee is paid. Signal View Management will make the final decision as to the approval or disapproval of your application. If you have any questions regarding credit information furnished to us by the Credit Bureau, please call the Credit Bureau, as IT IS AGAINST THE LAW FOR US TO DISCUSS THIS INFORMATION WITH YOU.

Under the following circumstances, we will accept an additional month's rent as a security deposit if one's income does not fall in the EMPLOYMENT HISTORY guidelines:

1. The applicants together make enough to meet the income requirements, but not individually.
2. We have verified check stubs for at least two consecutive pay periods and verified employment by the employer.
3. There is not any past due balance on the Credit Report.
4. Applicant(s) must have positive rental history for the past six months.

The following will be verified by management:

**RESIDENT HISTORY:** We verify this history for the previous three years. We verify the length of residency, the rental amount, the payment history, noise complaints, the condition of your residence upon move out, the disposition of your security deposit, and if proper notice was given. If you own your home, we will verify the amount of your mortgage payment and payment history. We will also do a previous eviction check. (Applicants who are signing an occupant-only lease will be exempt from this.)

**EMPLOYMENT HISTORY:** We verify the name of your employer, the length of your employment, your gross salary, and the probability of continued employment. If your employer will only verify upon receipt of a written request, this will delay the processing of your application. If you own your own business or are self employed or retired, we will require your two most recent income tax returns in order to verify your income. Your monthly debt installments should not exceed 50% of your gross monthly income. The rent amount of the apartment you desire to rent will be included in the 50%. (Applicants who are signing an occupant-only lease will be exempt from this.)

**CREDIT HISTORY:** A full credit report is prepared. If there are less than two credit items, you must have been employed for six months in your current job or 12 months on your previous job. You must also have a satisfactory rental or mortgage history for at least 12 months. In the event that your report shows an unsatisfied judgment, we must be able to verify that you have made satisfactory payment arrangements and are current with those arrangements. (Applicants who are signing an occupant-only lease will be exempt from this.)

**BANKRUPTCY:** Applicants who have filed bankruptcy will be denied unless the bankruptcy has been discharged for at least 6 months and must have since established at least two satisfactory credit items. (Applicants who are signing an occupant-only lease will be exempt from this.)

**BACKGROUND CHECK:** We will perform a background check for every applicant. Any applicant with a felony conviction can be denied.

ANY FALSE INFORMATION ENTERED ON THE APPLICATION WILL CONSTITUTE GROUNDS FOR REJECTION OF YOUR APPLICATION. WE RESERVE THE RIGHT TO REJECT AN APPLICATION FOR ANY REASON OTHER THAN RACE, COLOR, CREED, SEX, RELIGION, NATIONAL ORIGIN, OR FAMILIAL STATUS.

*I have read the above information and understand the requirements that must be met in order to qualify for an apartment at Signal View Apartments.*

\_\_\_\_\_  
Applicant / Date

\_\_\_\_\_  
Co-Applicant or Co-Signer / Date