



## **RENTAL CRITERIA**

*Applicants must meet the following criteria in order to have application approved:*

- **Leaseholders/Co-signers must be 18 years of age or older**
- **Valid Social Security #**
- **6 months verifiable, good rental history**
- **\* If rental history cannot be verified, applicant must have a co-signer  
\*(No more than 2 late payments and no objectionable conduct) \***
- **12 months verifiable source/s of income**
- **Current Income must be at least three times the rent**  
*\*If income cannot be verified, applicant must have either have a co-signer or pay the equivalent of 1 months' rent in advance*
- **Be able to pass a credit inquiry**  
*\*No outstanding balance due to any rental properties  
\*No Evictions  
\*Credit percentage:  
75%-100%: \$88 deposit bond  
50%-74%: \$175 deposit bond  
30%-49%: \$263 deposit bond  
Under 30%: application denied*
- **Be able to pass a criminal inquiry (Certain restrictions may apply - See Below)**  
*\*No Sex-offender records*
- **Two (2) persons per bedroom maximum**
- **Pets: If the property approves pet, they will outline the guidelines for you. NO aggressive breeds.**

### ***Criminal Inquiry Restrictions:***

*Should an applicant come back with any traffic violations that have resulted in charges filed, i.e. DWI, driving without a license, even if the charges include a death, these are to be disregarded.*

*If an applicant has a record of drug use that resulted in charges, please disregard.*

*If an applicant was charged with selling or manufacturing illegal narcotics and the charges resulted in either some type of suspended sentence or jail sentence that applicant is automatically denied. Those crimes are exempt under the Fair Housing Act.*

*Any other convictions dealing with violent crime, armed robbery or arson must show for a period of at least 3 years, good rental history and no other convictions of any kind.*



APARTMENT APPLICATION

Date \_\_\_\_\_ Apartment Community \_\_\_\_\_

Full Name \_\_\_\_\_ Contact # \_\_\_\_\_

Email Address \_\_\_\_\_

Date of Birth \_\_\_\_\_

Single \_\_\_ Married \_\_\_ Widowed \_\_\_ Divorced \_\_\_ Separated \_\_\_

Social Security Number \_\_\_\_\_

Driver's License Number and State Issuer \_\_\_\_\_

Present Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

How long have you been at this address? \_\_\_\_\_

Name of present Landlord \_\_\_\_\_

Landlord's phone number \_\_\_\_\_

Former Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

How long did you live at this address? \_\_\_\_\_

Name of former landlord \_\_\_\_\_

Landlord's phone number \_\_\_\_\_

**Other Household Members:**

List all others that will live in the apartment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Relationship \_\_\_\_\_  
Relationship \_\_\_\_\_  
Relationship \_\_\_\_\_  
Relationship \_\_\_\_\_

**Income:**

Name of Employer or Source of Income \_\_\_\_\_

Employer Contact Person and Number \_\_\_\_\_

How long have you worked for this company? \_\_\_\_\_

What's your gross monthly pay or income? \_\_\_\_\_

**Pet Information:**

Do you have any pets? Yes No

If yes, please describe pet (how big, what breed)

\_\_\_\_\_



**Emergency Contact:**

Whom should we contact in case of an Emergency?

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

In case of illness or death, is this person authorized to enter your apartment? Yes or No?

Whom should we contact in case of an Emergency?

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Relationship: \_\_\_\_\_

In case of illness or death, is this person authorized to enter your apartment? Yes or No?

**Vehicle Information:**

Please tell us about your Vehicles.

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ License Plate Number: \_\_\_\_\_ Current: \_\_\_\_\_

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ License Plate Number: \_\_\_\_\_ Current: \_\_\_\_\_

**Additional Information:**

Have you, or your spouse, or any occupants listed on this application ever been evicted? Yes or No? If yes, please explain:

Have you, or your spouse, or any occupants listed on this application ever broken a rental agreement? Yes or No? If yes, please explain:

Have you, or your spouse, or any occupants listed on this application ever been arrested and/ or convicted for any crimes? Yes or No? If yes, please explain:

Do you, your spouse or any occupant listed in on this application have any criminal/drug related charges currently pending against you? Yes or No? If yes, please explain:



I/We hereby affirm that all information provided within this Rental Application is true and correct to the best of my knowledge. I/We acknowledge that Tower Management, its agents, and/or employees will rely on accuracy of this information in considering this Rental Application. Furthermore, I/We grant Tower Management, its agents, and/or employees the unconditional right to cancel the Rental Agreement and initiate eviction should any of the foregoing information provided be false.

I/We hereby authorize and direct any Federal, State, or Local agency, organization, business, or individual to verify the information within this Rental Application.

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

\_\_\_\_\_  
Community Director Date

Applicant has submitted an application fee of \$50.00, which is nonrefundable for payment for a credit check and other charges associated with the processing of this rental application. No portion of the application fee will be applied to the Security Deposit, rent, or other charges.

Applicants Initial Here: \_\_\_\_\_ Date: \_\_\_\_\_

Community Director Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant has submitted a Security Deposit Bond in the amount of \_\_\_\_\_ for the purpose of reserving apartment # \_\_\_\_\_. Applicant shall have forty-eight (48) hours after the approval of the Rental Application to cancel the reservation of the application without penalty. Cancellation after forty-eight hours will result in forfeit of the entire amount of the deposit bond. The Security Deposit Bond is not an advance payment of rent or other charges.

Applicants Initial Here: \_\_\_\_\_ Date: \_\_\_\_\_

Community Director Initial: \_\_\_\_\_ Date: \_\_\_\_\_