



21300 Sweetwater, LLC d/b/a Sweetwater Apartments ("Property")

APPLICATION FOR RESIDENCY All residents over the age of 18 (19 in Alabama) must complete a separate application for residency. All information will be reviewed and must be verifiable and correct in order for your application to be considered for approval. Please print legibly.

How did you hear about us? _____ Leasing Consultant: _____

APPLICANTS NAME _____ Social Security #: _____ - _____ - _____ Date of Birth _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____ Email: _____

OTHER Name: _____ Date of Birth _____

OCCUPANTS Name: _____ Date of Birth _____

LIST VEHICLES Make _____ Model _____ Color _____ Tag # _____

Make _____ Model _____ Color _____ Tag # _____

LIST PETS Pet Name: _____ Breed* _____ Weight* _____ Age _____

Pet Name: _____ Breed* _____ Weight* _____ Age _____

*Pet Deposits & Fees must be paid at the time of move-in. *Some restrictions may apply.*

RENTAL HISTORY: List your resident history for the past 3 years, use back of application if needed. List most recent first:

Address: _____ Apt # _____ City _____ State _____ Zip _____

Name of Landlord: _____ Phone _____ Were you on the lease? _____

Rent/Mortgage Amount: \$ _____ Dates Lived there; from _____ to _____ Why leaving? _____

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Rent/Mortgage Amount: \$ _____ Dates Lived there; from _____ to _____ Why leaving? _____

EMERGENCY CONTACT INFORMATION: Please list two emergency contacts

Name _____ Relationship _____ Phone _____

Address: _____

Name _____ Relationship _____ Phone _____

Address: _____

EMPLOYMENT HISTORY: List employment for the past two years, start with recent employer. Use back of application if needed.

Company: _____ Phone _____ Dates of Employment _____ to _____

Hourly Rate of Pay _____ # Hours per week _____ FT, PT or Temp? _____ If Salaried, Annual Salary _____

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Hourly Rate of Pay _____ # Hours per week _____ FT, PT or Temp? _____ If Salaried, Annual Salary _____

If you would like us to consider any other income, list by source and amount (documentation will be required):

Other income: _____

HAVE YOU EVER BEEN CONVICTED OF A SEXUAL FELONY? _____

CREDIT REFERENCES: All applications are verified through ESS or other credit reporting service. List on the back of this application the following information: Creditors Name, Phone Number, Current Balance Owed & Minimum Monthly Payments.

Non-Refundable Application fee Paid? \$ _____ Date Paid _____ Check or Money Order # _____ Accepted by _____

Admin Fee Paid*? \$ _____ Date Paid _____ Check or Money Order # _____ Accepted by _____

Reservation Fee Paid*? \$ _____ Date Paid _____ Check or Money Order # _____ Accepted by _____

We accept VISA and Mastercard credit/debit payments are accepted for application fees, administrative fees, and reservation fees and will not incur the standard 3.5% convenience fee when paid at the time of applying. All additional payments, including additional security deposits, pet fees, pet deposits, water and prorated rents will incur a 3.5% convenience fee. After move-in, all credit/debit transactions will be subject to a 3.5% convenience fee.

If military, please provide your direct supervisor's contact information: Name: _____ Phone #: _____

Move-in Date: _____ Apt # Reserved _____ Unit Type _____ Market Rent _____ Specials? _____

*NOTE: Applicant agrees and understands that if your credit report is "Frozen" and you do not unfreeze this information prior to the credit check you will be charged a minimum of \$25. An additional \$25 will be charge per failed attempt to run credit check

Other Terms and Conditions:

- The Application shall not be processed without receipt of the Application Fee and Administration Fee in the amounts indicated above. The application fee is deemed earned upon receipt. A designated apartment home shall not be held, and move-in date committed, without receipt of the Reservation Fee in the amount indicated above.
- The Application Fee is non-refundable. In the event that the Application is Denied, the application fee is non-refundable and the Administration Fee and Reservation Fee shall be refunded. In the event of cancellation by Applicant within seventy-two (72) hours of application submission, the Administration Fee and Reservation Fee shall be refunded. Cancellation seventy-two (72) hours after the submission of the application to management will result in the forfeiture of the Administration Fee and Reservation Fee as liquidated damages. In the event that the Application is conditionally accepted under terms other than those listed in the Application, (such as requiring an additional deposit, or co-signor), the Administration Fee and Reservation Fee shall be refundable providing that Applicant cancels the application within forty-eight (48) hours from receiving notice of the conditional acceptance. Cancellation of the terms of the conditional acceptance after forty-eight (48) hours from receiving notice of the conditional acceptance will result in forfeiture of the Administration Fee and Reservation Fee as liquidated damages.
- Reservation Fee shall be applied to the Security Deposit as governed by the terms of the Rental Agreement. Failure of the Applicant to enter into a Rental Agreement and take occupancy of the apartment home within fourteen (14) days of the scheduled move-in date may result in the forfeiture of the Reservation Fee as liquidated damages.
- All refunds of fees paid by credit card or debit card shall be delivered in the form of a check from the corporate office. This Application does not obligate the Property to deliver possession of an apartment home. Applicant agrees that the Property cannot guarantee the specific location of the apartment home and reserves the right to substitute the location of the apartment home. Falsification of information provided in the Application may result in the rejection of the application, or termination of the Rental Agreement.
- By signing below you are providing written authorization for the Property to perform verification of all information provided with any and all third parties that the Property may require to include criminal background checks (if applicable) and acknowledge you've been informed of the Applicant Screening Criteria form.

APPLICANT SIGNATURE: _____ **DATE:** _____

- 1) Approved with a standard security deposit equal to: \$ _____
- 2) Approved with a security deposit equal to: \$ _____
- 3) Approved with a valid Co-Signor
- 4) Approved with a valid Co-Signor & a security deposit equal to \$ _____
- 5) Denied

Managers Signature: _____ Date: _____

NOTIFICATION PROCESS:

Resident Notified on (Date): _____ Time: _____ By: _____

Spoke With: _____

Confirmed Move-In Date: _____

Apartment #: _____