

RENTAL APPLICATION

<p>Instructions to applicant: Please completely fill out this Application. Incomplete Applications will not be processed. Return the completed Application & signed authorization forms, to the community office along with your check or money order for the application fee, payable to LAUTREC, LTD. In the amount of \$_____.</p>	<p>For Office Use Only Community Name _____ Apt. number _____ Date/time of application _____ Proposed move-in date _____</p>
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Please Print

Applicant	Date of Birth	Co-Applicant	Date of Birth
Social Security Number		Social Security Number	
Drivers License Number		Drivers License Number	
Present Address		Present Address	
City _____ State _____ Zip _____ Telephone _____		City _____ State _____ Zip _____ Telephone _____	
Name of Rental Community or Owner _____ Community Telephone Number _____		Name of Rental Community or Owner _____ Community Telephone Number _____	
How long at Present Address _____ Monthly Pmt. _____		How long at Present Address _____ Monthly Pmt. _____	
Have you ever been evicted from any rental property?		Have you ever been evicted from any rental property?	
Previous Address (if less than 2 years at present address)		Previous Address (if less than 2 years at present address)	
Do you have a pet?	Type of Pet:	Do you have a pet?	Type of Pet:
Notify in case of emergency:	Telephone No.	Notify in case of emergency:	Telephone No.

Employment/Income Information

Applicant's Employer _____ Telephone # _____ Position _____ Supervisors Name _____ Type of Business _____ Length of Employment _____ Monthly Income _____ Number of Dependents _____ Previous Employer (if less than 2 years at present job) _____ Telephone # _____ Position _____ Supervisors Name _____ Type of Business _____ Length of Employment _____	Co-Applicant's Employer _____ Telephone # _____ Position _____ Supervisors Name _____ Type of Business _____ Length of Employment _____ Monthly Income _____ Number of Dependents _____ Previous Employer (if less than 2 years at present job) _____ Telephone # _____ Position _____ Supervisors Name _____ Type of Business _____ Length of Employment _____
Additional monthly income _____ Source _____ Note: You are not required to disclose income from alimony, child support, separate maintenance payments, disability benefits, etc., however, if you are relying on income from any of these sources as a basis of establishing your ability to pay monthly rent and other obligations, please complete this section.	Additional monthly income _____ Source _____ Note: You are not required to disclose income from alimony, child support, separate maintenance payments, disability benefits, etc., however, if you are relying on income from any of these sources as a basis of establishing your ability to pay monthly rent and other obligations, please complete this section.

Conviction Record

For Applicant: Have you ever been convicted of or plead guilty to a felony? _____ Have you ever been convicted to a misdemeanor involving criminal sexual conduct? _____ If your answer to either of the above questions is yes, please state when, where and the nature of the offense: _____ _____ _____	For Co-Applicant: Have you ever been convicted of or plead guilty to a felony? _____ Have you ever been convicted to a misdemeanor involving criminal sexual conduct? _____ If your answer to either of the above questions is yes, please state when, where and the nature of the offense: _____ _____ _____
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Who other than Applicant & Co-Applicant will reside in the leased premises? Any occupant who is 18 years of age or older must complete the Application for Occupancy on the reverse side of this form. Full Name _____ Full Name _____ Full Name _____ Full Name _____ Full Name _____	FOR OFFICE USE ONLY – RENT STRUCTURE Base Rent \$ _____ Other \$ _____ Total Monthly Rent \$ _____ Security Deposit \$ _____ Pet Deposit \$ _____ Amount Required for Move-in \$ _____
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I/we affirm the truth of the information contained in this Rental Application in its entirety and understand that if any of the information provided is not true, the application may be denied and/or the tenancy may be immediately terminated. I/we authorize the management to perform a credit and/or a criminal investigation to verify the information provided herein. I/we affirm that I am/we are 18 years of age or older.

Date: _____ Signature of Applicant _____ Signature of Co-Applicant _____

Please be advised that we do business in accordance with fair housing law and make housing available to everyone regardless of race, color, national origin, sex, religion, disability, or familial status.

APPLICATION FOR OCCUPANCY

(For all additional Occupants who have attained the age of 18 years)

Please be advised that our Apartment/Community Lease provides that:

Any person residing or visiting with Resident for a period of fourteen (14) consecutive days Or for more than thirty (30) days during any twelve month period will be considered to be a Permanent occupant of the Premises and must be approved by Landlord as an additional occupant and registered with Landlord. Landlord may refuse to accept additional occupants for any reason which is not prohibited by law.

In order to make a determination regarding the acceptance of an additional occupant, each additional occupant must provide the following information for review by Management. If an additional occupant, age 18 or older occupies the leased premises without the approval of Management, the tenancy of the additional occupant and/or the tenancy of the Resident may be terminated. Please attach additional sheet if more than two additional occupants over the age of 18.

Please Print

(1) Additional Occupant	Date of Birth	(2) Additional Applicant	Date of Birth
Social Security Number			
Drivers License			
Have you ever been convicted of or plead guilty to a felony? ____ Have you ever been convicted to a misdemeanor involving criminal sexual conduct? ____ If your answer to either of the above questions is yes, please state when, where and the nature of the offense: _____ _____ _____		Have you ever been convicted of or plead guilty to a felony? ____ Have you ever been convicted to a misdemeanor involving criminal sexual conduct? ____ If your answer to either of the above questions is yes, please state when, where and the nature of the offense: _____ _____ _____	

I/we hereby affirm to the truth of the information contained in this Rental Application. Further, I recognize that any untrue statements on this application is grounds to deny acceptance as an additional occupant or result in the commencement of eviction proceedings. I authorize the management to perform a criminal background investigation to verify the information provided on this application. I further attest that I am 18 years of age or older.

Date Signature of Additional Occupant

Date Signature of Additional Occupant

Apartment Community
Resident Selection Standards & Criteria

Please be advised that this Community does business in accordance with Fair Housing Laws and makes housing available to everyone regardless of race, color, national origin, sex, disability or familial status.

1. **AGE REQUIREMENTS:** Applicants must have attained the age of eighteen (18) years or the application will not be approved. We reserve the right to request Proof of Age, including one piece of picture ID. Each prospective applicant who has attained the age of eighteen (18) years must complete and sign the Rental Application and submit all required financial, credit, employment and reference information and/or documents, unless such applicant is a legal dependent of another applicant.

2. **OCCUPANCY:** The person(s) whose name(s) appears on the written Lease Agreement and upon who's financial, credit, employment and reference information and/or documents the Application for Residency was approved **must** occupy the leased premises. Occupancy limit is two (2) persons per bedroom.

3. **RENTAL HISTORY:** Applicants must sign a Landlord release, which authorizes us to obtain from your former landlord(s) information regarding your residential history for the past two (2) years. You must provide to us the names and addresses of all your prior landlords during the past two (2) years. Unpaid rental debt, evictions, prior lease violations or rule infractions, or more than three (3) NSF checks or late payments during the past two (2) years may result in a denial of your application. Negative references from your prior landlord may result in a denial of your application. If we are unable to verify your rental history, your application may be denied.

4. **INCOME REQUIREMENTS:** An Applicant's gross monthly income must equal or exceed three (3) times the monthly rental rate for the leased premises. If more than one person will be signing the lease, the combined gross monthly income of the applicants must equal or exceed four (4) times the monthly rental rate, three (3) times the rental rate will be considered for dual signers with good credit (650+ credit score and accounts paid timely).

Each applicant must submit three (3) consecutive pay stubs reflecting the applicant's most recent pay periods and a letter from the applicant's employer, on the employer's letterhead stationary, which states the employer's phone number and address, the applicants length of employment, wages or salary, social security number, and full/part time employment status. We reserve the right to request that you provide a signed release for Verification of Employment if the applicant's employer does not submit its letter on original letterhead stationary or if pay stubs submitted by the applicant are not printed with the employer's name. If we are unable to verify the employment and/or income, your application may be denied.

If you have income other than or in addition to wages or salary (e.g. disability benefits, annuity payments, social security payments, tips, etc.) and you wish us to consider this income, you must submit a signed copy of your most recently filed Federal tax return, copies of your bank statements for the three (3) most recent consecutive statement periods or other documentation for at least three (3) consecutive months which substantiate the monthly amount of income.

If you are self-employed, you must submit a copy of your most recently filed Federal tax return of the original W2/1040 tax forms for the current year, together with a copy of your business license and a letter from your accountant, on original letterhead, stating your yearly net income from the business, the number of years you have owned and operated the business and your title and/or position in the business.

5. **CREDIT/CRIMINAL HISTORY:** We will obtain a credit report and criminal background once the completed Rental Application, including all required documentation, is received from each applicant. A good credit rating is essential for acceptance as a resident. The credit report(s) must not reflect any open collection accounts, and charge-offs must be paid in full or your applicant may be denied. A prior bankruptcy may or may not preclude acceptance, depending upon the length of time since the bankruptcy was filed and your credit history subsequent to the bankruptcy filing. A prior criminal background may or may not preclude acceptance.

Please note that your application will be processed once an application fee has been submitted. We cannot "Hold" an apartment more than 72 hours while waiting for a prospective resident to submit a completed application and, if we have not received the completed application and all required documents within that period of time, apartment # _____ will be returned to the pool of available units and you will be placed on our waiting list.

Applicant's Signature

Date

Applicant's Signature

Date

RENTAL APPLICATION PROCESSING FEE ACKNOWLEDGEMENT

Community Name	
Unit/Site No./Address (if any)	
Total Monthly Rent	\$ _____ -
Security Deposit	\$ _____ -
Amount Required for Move-in	\$ _____ -

I (we) also agree to the Rental Application Processing Fee payable to **Lautrec, Ltd.** In the amount of \$ _____ for a credit, criminal and employment verification per applicant(s) Rental Application dated _____.

Management and applicant (s) agree that this Fee is nonrefundable if applicant(s) is accepted for occupancy or if the application is declined for any reason.

If the accepted applicant(s) pay this Fee with a personal check and the check is returned unpaid for any reason, a charge of \$ 25.00 will be assessed against the check that is not honored.

LAUTREC, LTD.

Applicant's Signature

Representative's Signature

Print Name

Check/Money Order No.

Applicant's Signature

Date Fee Received

Print Name