

LEASE APPLICATION - NC

(Please print and use black ink)

Apartment Complex _____ Apartment Address _____ Date _____
How did you hear about this community? _____ Move In Date _____

APPLICATION FEE

Applicant has submitted the sum of \$ _____ (application fee) with this application. Applicant(s) understand that this application shall not be considered by management until the application fee is paid. Applicant(s) understand and agree that this application fee is used by management for the payment of processing this application and is **non-refundable**.

APPLICANT INFORMATION

Applicant Last Name _____ First _____ Middle _____
Primary Phone (_____) _____ Email _____
Social Security # _____ Date of Birth ____/____/____ Driver's License # _____ State _____
Employer _____ How Long? _____ Position _____
Gross Income \$ _____ per _____ Business Phone (_____) _____ Supervisor _____
Employer's Full Address _____
Previous Employer (if less than 6 mo. at present job) _____
Employer's Full Address _____ Position _____
Business Phone (_____) _____ Supervisor _____ How Long? _____

CO-APPLICANT INFORMATION

Co-Applicant Last Name _____ First _____ Middle _____
Primary Phone (_____) _____ Email _____
Social Security # _____ Date of Birth ____/____/____ Driver's License # _____ State _____
Employer _____ How Long? _____ Position _____
Gross Income \$ _____ per _____ Business Phone (_____) _____ Supervisor _____
Employer's Full Address _____
Previous Employer (if less than 6 mo. at present job) _____
Employer's Full Address _____ Position _____
Business Phone (_____) _____ Supervisor _____ How Long? _____

RESIDENCE HISTORY

Present Address _____
City _____ State _____ Zip _____ Rent \$ _____
Reason Moving _____ How Long? _____
Present Landlord _____ Phone (_____) _____
Present Address is: (Circle one) Own Home Parents Home Apt. Rented Home Student
Previous Address _____
City _____ State _____ Zip _____ Rent \$ _____
Reason Moving _____ How Long? _____
Previous Landlord _____ Phone (_____) _____

OTHER OCCUPANTS

Name _____ Relation _____ Birthdate ____/____/____
Name _____ Relation _____ Birthdate ____/____/____

PETS

Pet Type _____ Breed _____ Weight _____ Height _____
Pet Type _____ Breed _____ Weight _____ Height _____

VEHICLES

Type of Auto _____ Year _____ Make _____
Model _____ Color _____ Tag # _____ State _____
Type of Auto _____ Year _____ Make _____
Model _____ Color _____ Tag # _____ State _____
Do you have any recreational vehicles, Boats, Motorcycles? If so, specify _____ Tag # _____

EMERGENCY INFORMATION - Notify In Case of Emergency (Other than living with you)

Name _____ Relation _____ Phone (_____) _____
Address _____ City _____ State _____ Zip _____

GENERAL INFORMATION

1. Have you ever filed a petition in Bankruptcy? _____
2. Have you ever been evicted from any tenancy? _____
3. Have you ever intentionally refused to pay rent when due? _____
4. Have you ever been arrested and or convicted of any illegal activity? (Other than a minor traffic offense) _____

Please be aware that the information on this application will be submitted for a Credit History, Rental History, Criminal History, and Employment History. This information will be used to determine whether or not your application is accepted. Your signature certifies that the information on this application is true and complete and authorizes Phillips Management Group to process this application. Once this application is processed it becomes part of the Lease Agreement. If at anytime it is determined that false information was submitted then this Lease becomes null and void and applicant will have 10 days to vacate the premises.

SECURITY DEPOSIT AND ADMINISTRATIVE FEE

Submission of this application and the application fee **does not reserve an apartment for you**. In order to reserve an apartment you must submit the sum of \$ _____. By signing this application for occupancy, the undersigned understands and agrees that upon application approval and execution of the Lease Agreement, \$ _____ of this sum will be held as a refundable security deposit in accordance with the Lease Agreement, and \$ _____ of this sum will be retained as a non-refundable administrative fee. Applicant(s) also understand that an additional security deposit may be required in the event of a conditionally approved application.

Applicant's Signature _____ Date _____

Co-Applicant's Signature _____ Date _____

PLEASE RETURN THIS FORM TO LEASING AGENT WITH CURRENT VALID U.S. GOVERNMENT ISSUED PHOTO ID FOR VERIFICATION. ALSO, YOU **WILL BE REQUIRED** TO SHOW A CURRENT PAY STUB OR W-2. FURTHERMORE IN SOME CIRCUMSTANCES YOU MAY BE REQUIRED TO SHOW AN ORIGINAL SOCIAL SECURITY CARD OR ITIN CARD.

CO-SIGNER/PARENT APPLICATION FORM

CO-SIGNER INFORMATION

Co-Signer Last Name _____ First _____ Middle _____
Social Security # _____ Date of Birth ____/____/____ Driver's License # _____ State _____
Employer _____ How Long? _____ Position _____
Gross Income \$ _____ per _____ Business Phone(____) _____ Supervisor _____
Employer's Full Address _____
Previous Employer (if less than 6 mo. at present job) _____
Employer's Full Address _____ Position _____
Business Phone(____) _____ Supervisor _____ How Long? _____

CO-SIGNER SPOUSE INFORMATION

Spouse Last Name _____ First _____ Middle _____
Social Security # _____ Date of Birth ____/____/____ Driver's License # _____ State _____
Employer _____ How Long? _____ Position _____
Gross Income \$ _____ per _____ Business Phone(____) _____ Supervisor _____
Employer's Full Address _____
Previous Employer (if less than 6 mo. at present job) _____
Employer's Full Address _____ Position _____
Business Landlord _____ Phone(____) _____ How Long? _____

RESIDENCE HISTORY

Supervisor _____ How Long? _____
Present Address _____
City _____ State _____ Zip _____ Rent \$ _____
Home Phone(____) _____ Reason Moving _____
Present Landlord _____ Phone(____) _____ How Long? _____
Present Address is:(Circle one) Own Home Parents Home Apt. Rented Home Student
Previous Address _____
City _____ State _____ Zip _____ Rent \$ _____
Home Phone (____) _____ Reason Moving _____

Previous Landlord _____ Phone(____) _____ How Long? _____

I, the Parent or Legal Guardian of _____, understand and agree that if _____ fails to meet the financial responsibility of his/her Lease Agreement, including all damages, rents or rents due to the breach of Lease, with Phillips Management Group, I will accept full responsibility for him/her. I also understand that the information on this application will be submitted for a Credit History, Rental History, Criminal History, and Employment History for approval of this application.

THIS FORM MUST BE NOTARIZED IF PARENT/GUARDIAN CAN NOT BE PRESENT AT RENTAL OFFICE WHEN THIS FORM IS SIGNED. IF PRESENT YOU MAY BE REQUIRED TO RETURN THIS FORM TO LEASING AGENT WITH CURRENT VALID DRIVER'S LICENSE OR PHOTO ID FOR VERIFICATION. ALSO, YOU MAY BE REQUIRED TO SHOW A CURRENT PAY STUB OR W-2. FURTHERMORE, IN SOME CIRCUMSTANCES YOU MAY BE REQUIRED TO SHOW AN ORIGINAL SOCIAL SECURITY CARD.

Parent/ Guardian _____ Date _____

Parent/Guardian _____ Date _____

Notary Public: _____ My Commission Expires: _____

County/State: _____

FOR OFFICE USE ONLY

Management Processing Agent _____ Date Received _____ Time Received _____

1)APPLICANT'S INFORMATION FROM DRIVER'S LICENSE

Name _____ Address _____
License # _____ Exp. Date ____/____/____ Birthday ____/____/____

2)PAY STUB/W-2: Gross Income _____ Net Income _____ (Circle One) Wk Bi-Weekly Monthly

3)RENTAL REFERENCES:

Spoke with _____ Date ____/____/____ Initials _____

4)EMPLOYER OF APPLICANT #1

Position _____
Net Salary _____ Length of Employment _____

Spoke with _____ Date ____/____/____ Initials _____

5)EMPLOYER OF APPLICANT #2

Position _____
Net Salary _____ Length of Employment _____

Spoke with _____ Date ____/____/____ Initials _____

APPROVED DISAPPROVED (Circle One)

REASON FOR DENIAL: _____

APPLICATION FEE _____ DEPOSIT/ADM FEE _____

APT# _____ APT SIZE _____ MOVE-IN DATE ____/____/____

MONTHLY RENT _____ PRO-RATED RENT _____ LENGTH OF LEASE _____

DUE _____