

**LEASE APPLICATION**

(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 \$ \_\_\_\_\_ which is non-refundable payment for a credit check and processing charge. In the event this application is disapproved, this sum will be retained by management to cover the cost of processing the application. This application must be signed before it can be processed. Any false information will constitute grounds for rejection of application.

**APPLICANT'S INFORMATION**

Applicant Last) \_\_\_\_\_ 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? \_\_\_\_\_

**SPOUSE'S INFORMATION**

Applicant Last) \_\_\_\_\_ 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? \_\_\_\_\_

**RESIDENCE HISTORY**

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? \_\_\_\_\_

**OTHER OCCUPANTS**

Name \_\_\_\_\_ Relation \_\_\_\_\_ Birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_  
Name \_\_\_\_\_ Relation \_\_\_\_\_ Birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_

**PETS**

Pet Type \_\_\_\_\_ Breed \_\_\_\_\_ Weight \_\_\_\_\_ Height \_\_\_\_\_  
Pet Type \_\_\_\_\_ Breed \_\_\_\_\_ Weight \_\_\_\_\_ Height \_\_\_\_\_

**TRANSPORTATION**

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.

**DEPOSITS**

We require a Good Faith Fee in the amount of \$ \_\_\_\_\_ to reserve an apartment. This is a refundable fee minus a \$75 handling charge, provided you give us written notice to cancel within 72 hours after paying this fee, not 72 hours prior to the move in date. If you cancel after the 72 hours this Fee is retained for liquidated damages for lost rentals and expenses. This Fee is retained until you execute your Lease and take occupancy of the apartment at which time it becomes your Security Deposit \$ \_\_\_\_\_/\$ \_\_\_\_\_ Administrative Fee. The \$ \_\_\_\_\_ deposit is refundable upon move out, subject to #7 & #26 on the reverse side of the residential lease agreement. I understand the above fees, deposit and terms of cancellation (Res. Int.) \_\_\_\_\_.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Co-Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

PLEASE RETURN THIS FORM TO LEASING AGENT WITH CURRENT VALID DRIVER'S LICENSE OR 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