



Date: _____

LEASE APPLICATION

Name: _____ Marital Status: Single Married Divorced
(First) (Middle) (Last) (Check One)

Date of Birth: ____/____/____ Age: _____ Social Security Number: _____

Driver's License No.: _____ State: _____ Phone No: _____

Spouse's Name: _____
(First) (Middle) (Last)

Date of Birth: ____/____/____ Age: _____ Social Security Number: _____

Driver's License No.: _____ State: _____

Current Address: _____ City: _____ State: _____ Zip: _____

Own / Rent How Long: _____ Name of Landlord/Mort. Co: _____ Phone No: _____

Previous Address: _____ City: _____ State: _____ Zip: _____

Own / Rent How Long: _____ Name of Landlord/Mort. Co: _____ Phone No: _____

Previous Address: _____ City: _____ State: _____ Zip: _____

Have you ever broken a lease? Yes No Have you ever been evicted from an apartment community? Yes No

Occupant Information - Please list all persons who will permanently occupy the leased premises.

Name	Relationship	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Do you have pets? Yes No What type and breed of pet do you have? _____

Employment Status (if less than one year, please give prior employment information):

Applicant

Spouse

Employer's Name: _____

Employer's Name: _____

Employer's Address: _____

Employer's Address: _____

Employer's Phone No.: _____

Employer's Phone No.: _____

Position: _____

Position: _____

Gross Monthly Income: _____

Gross Monthly Income: _____

Supervisor Name: _____

Supervisor Name: _____

Years Employed: _____

Years Employed: _____

Additional Income & Source: _____

Additional Income & Source: _____

What type of vehicles do you own?

Type	Make	Model	Year	Plate Number
Automobile <input type="checkbox"/> Truck <input type="checkbox"/> Motorcycle <input type="checkbox"/> Recrtnl/Boat <input type="checkbox"/>	_____	_____	_____	_____
Automobile <input type="checkbox"/> Truck <input type="checkbox"/> Motorcycle <input type="checkbox"/> Recrtnl/Boat <input type="checkbox"/>	_____	_____	_____	_____
Automobile <input type="checkbox"/> Truck <input type="checkbox"/> Motorcycle <input type="checkbox"/> Recrtnl/Boat <input type="checkbox"/>	_____	_____	_____	_____

Who may we contact in case of emergency?

Name: _____ Relationship: _____

Address: _____ Phone No.: _____

A fee of \$ _____ is submitted with this application and will be applied as an administration fee. In addition, a fee of \$ _____ is submitted as an application fee. Therefore, if I should cancel my application at any time, these fees will be non-refundable. Should my application not be accepted, these fees will be refunded.

By signing this application, I give permission to verify the above information and conduct a criminal background evaluation. To the best of my ability, I have provided accurate and complete information. If information is found to be falsified, said application will be declined.

_____	Owner's Agent	_____	Date
_____	Applicant	_____	Date
_____	Applicant's Spouse	_____	Date



QUALIFYING STANDARDS

It is the policy of Welbourne Management and Devonshire Apartments to treat all current and prospective residents in a fair, professional manner, without regard to race, color, religion, sex, familial status, handicap, or national origin. Applicant or Applicants must be at least eighteen years of age.

Availability:

Applications for apartment homes will be accepted on a first come first serve basis and are subject to the availability of the apartment type requested. Rental rates are subject to change without notice.

Rental Applications:

An application for occupancy must be completed and maintained for each legal adult prospective resident, over the age of eighteen (18) who will be living in the apartment or contributing to the payment of rent. Any false information will constitute grounds for rejection of application and lease paperwork will be nullified. For each application, a non-refundable application fee applies. Immediate relatives, to include, Mother, Father, Brother, Sister, Son or Daughters may be added to a rental application without meeting income or credit guidelines, immediate relative must meet criminal history guidelines.

Security Deposits:

A security deposit in the amount of at least \$87.50 is required prior to move in. An administration fee of \$150.00 will be collected at the time of application.

A refundable security deposit is optional at this community. If the resident chooses a refundable security deposit, it will be held as a security of the resident's fulfillment of the conditions of the lease agreement. Deposit may be applied by management to satisfy all or part of the resident's obligations, and such act shall not prevent management from claiming damages in excess of the deposit. Resident may choose a non-refundable Sure Deposit. If the application is rejected by management, the security deposit will be refunded in full. If the application is approved, and the applicant fails to occupy the premises on the agreed upon date, except for delays caused by the holdover of a prior resident, management will retain the deposit after a 48 hour time period. If there is a delay due to construction, the applicant will not be responsible.

Qualifying Standards:

Rental History: Up to 24 months of positive rental history may be verified on present and previous residence. A positive record of prompt monthly payments, sufficient notice, and no damages are expected. For applicants who are homeowners, permission must be granted to verify payment history with the bank or lending institution. Positive Rental and/or Mortgage history for a period of at least one (1) year within the past 24 months may override moderate to high levels of negative credit. Unsatisfactory rental history will disqualify the applicant (s).

Credit Report: An unsatisfactory credit report can disqualify an applicant from renting an apartment home at this community. An unsatisfactory credit report is one which reflects past or current bad debts, late payments, or unpaid bills, liens, judgments, or bankruptcies. If an applicant is rejected for poor credit history, the applicant will be given the name, address, and telephone number of the credit reporting agency that provided the credit report (but not told the content of the credit report). An applicant rejected for unsatisfactory credit is encouraged to obtain a copy of the report from the credit reporting agency, correct any erroneous information that may be on the report, and resubmit an application to this community. The following criteria that we look for on the credit report: 1. Applicants who have filed bankruptcy must provide proof of discharge to be considered. Additional deposit may be required and re-established credit should be present. 2. Medical bills and student loans are not considered unpaid collections or write-offs. 3. Applicants with recent history of late/slow pays may be required to pay an additional deposit. Any credit report reflecting judgments from Apartment Communities will disqualify the applicant (s).

Employment: Stable employment record and income verification is required. In order for an application to be approved, he/she must earn a gross monthly income of three times the gross monthly rent. Acceptable income verification includes: 2 most recent paycheck stubs, a letter from the employer, the most recent W2 form; or for self employed applicants, a copy of the most recent tax return or certified verification from his/her company accountant or bank.

Criminal History: An applicant will be disqualified if the criminal history shows one or more of the following: 1. Convictions of the applicant or a member of the applicant's household of a felony in any state or federal court. 2. Arrest of the applicant or member of the applicant's household within the past 12 month period or conviction of the applicant or a member of the applicant's household within the prior 6 months for drug related activity or violent criminal activity. Drug related activity defined as the manufacture, sale, distribution, use of possession with the intent to manufacture, sell, distribute, or use of a controlled substance. (As defined in the Controlled Substance Act).

Evaluation:

Based on the above criteria, we may choose to accept or reject an applicant, or seek additional requirements for approving the lease. These requirements may include, but are not limited to, additional documentation of income or employment, additional rental references, an additional deposit, or a co-signer.

Co-Signers:

In the event a co-signer is required, he/she must complete an application for occupancy and meet all the income and qualifying standards. A co-signer will be fully responsible for the Lease Agreement if the occupying resident(s) default. Co-signers are required to meet income guidelines equal to four (4) times the monthly rent for the apartment.

Subletting:

Subletting is strictly prohibited.

Occupancy Standards:

Occupancy standards must comply with Federal, State, and Local fair housing and civil rights laws, landlord-tenant laws, and zoning restrictions. The following standards should be used solely as guidelines:

<u>Apartment Size</u>	<u>Maximum Occupancy</u>
One Bedroom	2 Persons
Two Bedroom	4 Persons
Three Bedroom	6 Persons

Roommates:

Each person must complete an application and will jointly qualify for the apartment. Each is fully responsible for the entire rental payment, and each must execute the lease agreement and its supporting documents.

By signing below, you acknowledge and fully understand and accept the terms for qualification for Devonshire Apartments. Furthermore, by signing below, you give consent for Devonshire Apartments to verify the information provided on the application and obtain a copy of my criminal and credit reports. I also acknowledge that the application fee /security deposit and/or administration fee is non-refundable if the application is cancelled. Should this application be denied, the security deposit/administration fee will be refunded. Please submit this page with your application.

Applicant Signature

Date

Applicant Signature

Date