

# CHERRY GROVE APARTMENTS, LLC

## APPLICATION FOR OCCUPANCY

For Office Use Only:

Apartment Number: \_\_\_\_\_ Monthly Rent: \_\_\_\_\_ Move In Date: \_\_\_\_\_ Lease Term: \_\_\_\_\_

Deposit Amount: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Pet Fee: \_\_\_\_\_ Date Paid: \_\_\_\_\_

### APPLICANT INFORMATION:

Applicant Full Name (First, Middle, Last): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security #: \_\_\_\_\_ Driver's License: \_\_\_\_\_ State Issued: \_\_\_\_\_

Home / Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Rent / Mortgage Amount \$ \_\_\_\_\_ Date Moved In: \_\_\_\_\_ Has Notice Been Given: \_\_\_\_\_

Landlord / Mortgage Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Previous Address: \_\_\_\_\_

(If at present address for less than two years)

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Rent / Mortgage Amount \$ \_\_\_\_\_ Date Moved In: \_\_\_\_\_ Has Notice Been Given: \_\_\_\_\_

Landlord / Mortgage Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### APPLICANT EMPLOYMENT:

Current Employer: \_\_\_\_\_ Length of Employment: \_\_\_\_\_

Position / Title: \_\_\_\_\_ Gross Monthly Income: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Supervisor Phone Number: \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Length of Employment: \_\_\_\_\_

(If at current Employer for less than two years)

Position / Title: \_\_\_\_\_ Gross Monthly Income: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Supervisor Phone Number: \_\_\_\_\_

### OTHER PERSONS TO OCCUPY THE APARTMENT:

Each person age 18 or older must submit a separate application.

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Relationship to Applicant: \_\_\_\_\_

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### EMERGENCY CONTACT INFORMATION:

Name: \_\_\_\_\_ Relation: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Street

City & State

Zip

### PET INFORMATION:

Are you a pet owner? \_\_\_\_\_ Breed Restrictions apply, Management has sole discretion to accept or deny any pet(s) with or without cause.

A non-refundable pet fee is required.

**PET INFORMATION continued:**

Pet Name: \_\_\_\_\_ Breed & Color: \_\_\_\_\_ Weight & Age: \_\_\_\_\_

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**VEHICLE INFORMATION:**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Tag: \_\_\_\_\_ Year: \_\_\_\_\_ State: \_\_\_\_\_ Color: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Tag: \_\_\_\_\_ Year: \_\_\_\_\_ State: \_\_\_\_\_ Color: \_\_\_\_\_

Do you own a recreational vehicle(s)? \_\_\_\_\_ We do not allow recreational vehicles to be parked on the community's property, including but not limited to campers, boats, RV's, trailers, etc.

**RENTAL HISTORY:**

Have you ever been evicted? \_\_\_\_\_ If so, when? \_\_\_\_\_ Name of Party filing eviction: \_\_\_\_\_

Why was eviction filed? \_\_\_\_\_

Have you ever been convicted of a Felony or Misdemeanor? \_\_\_\_\_

If so, please specify: \_\_\_\_\_

**QUALIFYING CRITERIA:**

Cherry Grove Apartments does business in accordance with the Federal Fair Housing Law. We do not discriminate in the rental of housing based on race, color, religion, sex, national origin, familial status, or handicap.

**OCCUPANY STANDARDS:**

A maximum of two (2) occupants are allowed per bedroom in the apartment. All applicants must be twenty-one (21) years of age or older. Household comprised solely of full time students enrolled in a college and/or university is allowed a maximum of one (1) occupant per bedroom. Applicants who are approved on a conditional basis will be required to pay an additional deposit.

**INCOME:**

The minimum monthly gross income must be equal to three (3) times the monthly rental rate. The monthly gross income for roommates must be a minimum of two (2) times the rental rate for each applicant.

**RENTAL HISTORY:**

Two years of residential history will be verified on each applicant. Applicant's name must have been on the Lease / Mortgage for any reference to be valid. Rental references should reflect the applicant's ability and willingness to comply with lease terms as well as community policies and guidelines. Lack of rental history will not be considered a negative factor.

**CREDIT:**

Credit information on each applicant will be obtained through one or more Consumer Reporting Agencies. Credit history should positively reflect the applicant's ability and willingness to make payments as required by the lease.

**PUBLIC RECORDS / CRIMINAL BACKGROUND:**

Cherry Grove Apartments will conduct a criminal background search on each applicant. It is Cherry Grove Apartment's policy not to accept prospective residents who have been charged with and/or convicted of certain felonies and /or misdemeanors.

An application deposit of \$200.00 is required to reserve an apartment. When the application has been approved the application deposit will be credited toward the security deposit. If this application is canceled within 48 hours of approval the deposit will be refunded minus a \$50.00 administrative fee. If the application is canceled after 48 hours the deposit shall be forfeited as a cancellation fee. The deposit will be refunded in full if the application is not approved.

Applicants are required to pay the appropriate application fee and shall not be considered by Management until the fee(s) are paid in full. The application fee is non-refundable. By signing this Application For Occupancy, Applicant represents that the information provided is true and correct to the best of their knowledge. If any information is discovered to be false the application will be rejected and any agreement rescinded. Applicant authorizes Management to obtain a Consumer Credit Report and agrees that any information obtained by Management may include, but is not limited to, Applicant's credit history, criminal record, evidence of any civil litigation, civil judgment, records of arrest, past rental history, salary information and history, vehicle records, Driver's License records, driving history or any other information. Applicant understands and agrees that any information provided or obtained may be provided to State, Local and/or Federal Government Agencies if requested.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use Only:

Date Application Approved: \_\_\_\_\_ Manager Signature: \_\_\_\_\_