



6. Applicant Employed By \_\_\_\_\_ Address \_\_\_\_\_

From / / to / / Phone \_\_\_\_\_ Position \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_

Other Source of Income for Rental Payment \_\_\_\_\_

If less than two years at your present employer, list previous employers below: City State Zip

Former Employer \_\_\_\_\_ Address \_\_\_\_\_

From / / to / / Phone \_\_\_\_\_ Position \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_

City State Zip

Former Employer \_\_\_\_\_ Address \_\_\_\_\_

From / / to / / Phone \_\_\_\_\_ Position \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_

7. Spouse Employed By \_\_\_\_\_ Address \_\_\_\_\_

From / / to / / Phone \_\_\_\_\_ Position \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_

If less than two years at your present employer, list previous employers below: City State Zip

Former Employer \_\_\_\_\_ Address \_\_\_\_\_

From / / to / / Phone \_\_\_\_\_ Position \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_

8. Your Bank(s) Name Acct. No. Branch Address

Checking \_\_\_\_\_

Savings \_\_\_\_\_

9. Credit Reference (Bank Cards, Credit Cards, Charge Accounts)

Branch Card / Account No. Expiration Date

Bank Guarantee Card \_\_\_\_\_

Other \_\_\_\_\_

10. Have you ever been notified by a lender that you were delinquent on a mortgage payment or given written notification by management that you were late with a rental payment?  Yes  No If yes, please explain \_\_\_\_\_

11. Vehicles you would like to park on property

Make / Model Year Color License No. State

Auto \_\_\_\_\_

Auto \_\_\_\_\_

Motorcycle \_\_\_\_\_

Describe any other vehicle (boats, trailers, trucks, recreational vehicles, etc.) you would like to keep on property. Prior written permission, separate from this Application, must be obtained from management.

Make / Model Year Color License No. State

Other \_\_\_\_\_

12. Person(s) you want responsible for your personal property in Case of Emergency (Other Than Co-applicants)

For Applicant For Spouse

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Relationship \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

City/ State \_\_\_\_\_ Zip \_\_\_\_\_ City/ State \_\_\_\_\_ Zip \_\_\_\_\_

13. Have you or have any of your occupants ever been convicted of, or pleaded guilty or no contest to, any criminal offense(s) or had any criminal offense(s) disposed of other than by acquittal or a finding of "not guilty"?  Yes  No If yes, please explain \_\_\_\_\_

### DEPOSIT TO HOLD AGREEMENT

(To be completed on one application per apartment only)

In consideration of management holding the apartment for me, I agree to pay a hold deposit of \$\_\_\_\_\_ and a \$\_\_\_\_\_ nonrefundable application fee. The holding deposit is refundable if my application is not approved (14-day delay required for processing deposit refund) payable to the party(s) completing this application. If my application is approved, the holding deposit is credited to the required move-in costs. I may cancel this agreement and be refunded my holding deposit by notifying you of my decision to cancel by 5 p.m. on \_\_\_\_\_, 20\_\_\_\_ (14-day delay required for processing deposit refund). Cancellation after this time will result in forfeiture of my holding deposit. I must pay rent on or before my "rent start date" or my holding deposit will be forfeited and the apartment re-rented.

### COMPLETED RENTAL AGREEMENT INFORMATION

APT # \_\_\_\_\_ Type \_\_\_\_\_ Furn  Unfurn  Agreement Length \_\_\_\_\_ Rent Start Date \_\_\_\_\_  
UTILITIES PAID BY: Owner  You  (acct. # required at Move-in)

#### MONTHLY RENTAL CHARGES:

RENT .....  
PET RENT .....  
PARKING RENT/GARAGE .....  
OTHER .....  
TOTAL MONTHLY RENT .....  
OTHER .....  
SUBTOTAL .....  
CITY TAX-APPLICABLE RATE .....  
(SUBJECT TO CHANGE DURING AGREEMENT TERM)  
TOTAL MONTHLY CHARGES .....

#### MOVE-IN CHARGES

APPLICATION FEES .....  
NONREFUNDABLE PREPARATION CHARGE .....  
NONREFUNDABLE PET SANTIZING CHARGE .....  
RENTAL CONCESSIONS AT MOVE IN .....  
1<sup>ST</sup> MONTH'S RENT .....  
\* PRORATED RENT: \_\_\_\_\_ DAYS @ \$\_\_\_\_\_ PER DAY .....  
SUBTOTAL .....  
SALES TAX .....  
PET DEPOSIT .....  
SECURITY DEPOSIT .....  
TOTAL MOVE-IN COSTS .....  
LESS HOLDING DEPOSIT & APPLICATION FEE .....  
BALANCE DUE AT MOVE-IN (money order or cashier's check) .....

\* IF PRORATED RENT is not paid at Move-in RENT ..  
DATE DUE \_\_\_\_\_ TAX ..  
AMOUNT DUE INCLUDING TAX .....

Applicant represents that all of the above statements are true and complete, and hereby authorizes verification of above information, reference and credit records. Applicant acknowledges that false information contained herein constitutes grounds for rejection of this Application if discovered before move-in. Applicant acknowledges that management may not be able to complete a comprehensive evaluation of this Agreement before move-in; however, management reserves the right to verify Application information after move-in and may convert the proposed Rental Agreement to a month-to-month term if false or misleading information is contained in this Application. Applicant agrees to the terms of the "Deposit to Hold Agreement."

**AGENCY DISCLOSURE: All property and Bernard/Allison Management Services, Inc., employees represent the owner with regard to the rental of your apartment and all terms and conditions contained in this rental application and agreement; however, we are committed to dealing fairly with all residents of this community.**



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

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

Management's Receipt \_\_\_\_\_ Date \_\_\_\_\_