

# APPLICATION TO LEASE

DATE \_\_\_\_\_, 20\_\_\_\_ LENGTH OF LEASE DESIRED \_\_\_\_\_ BEGINNING \_\_\_\_\_

ADDRESS \_\_\_\_\_ MONTHLY RENTAL RATE \_\_\_\_\_

## PERSONAL INFORMATION

NAME \_\_\_\_\_ BIRTH DATE \_\_\_\_\_ DRIVER'S LICENSE NO. \_\_\_\_\_  
LAST FIRST MIDDLE Number & State

RES. PHONE \_\_\_\_\_ SOCIAL SECURITY NO. \_\_\_\_\_

CO-OCCUPANT'S  
NAME \_\_\_\_\_ BIRTH DATE \_\_\_\_\_ DRIVER'S LICENSE NO. \_\_\_\_\_  
LAST FIRST MIDDLE Number & State

## RESIDENCE INFORMATION

CURRENT ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

LENGTH OF RESIDENCE \_\_\_\_\_ REASON FOR MOVING \_\_\_\_\_

PRESENT LANDLORD (If applicable) \_\_\_\_\_ IF APT., NAME OF PROJECT \_\_\_\_\_ APT # \_\_\_\_\_

OWNER OR RESIDENT MANAGER'S NAME (If Apartment) \_\_\_\_\_

ADDRESS OF OWNER/RESIDENT MGR. \_\_\_\_\_ PHONE NO. \_\_\_\_\_

PREVIOUS ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

LENGTH OF RESIDENCE \_\_\_\_\_ REASON FOR MOVING \_\_\_\_\_

PREVIOUS LANDLORD (If applicable) \_\_\_\_\_ IF APT., NAME OF PROJECT \_\_\_\_\_ APT # \_\_\_\_\_

OWNER OR RESIDENT MANAGER'S NAME (If Apartment) \_\_\_\_\_

ADDRESS OF OWNER/RESIDENT MGR. \_\_\_\_\_ PHONE NO. \_\_\_\_\_

OTHER OCCUPANTS

WILL ANYONE OTHER THAN THOSE LISTED ABOVE OCCUPY THE PROPERTY WITH YOU? \_\_\_\_\_

NAME(S) \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

## OCCUPATIONAL INFORMATION

CURRENT OCCUPATION \_\_\_\_\_ ADDRESS \_\_\_\_\_

HOW LONG? \_\_\_\_\_ POSITION \_\_\_\_\_ APX. ANNUAL EARNINGS \_\_\_\_\_ PHONE NO. \_\_\_\_\_

PREVIOUS OCCUPATION \_\_\_\_\_ ADDRESS \_\_\_\_\_

HOW LONG? \_\_\_\_\_ POSITION \_\_\_\_\_ REASON FOR CHANGE \_\_\_\_\_

CO-OCCUPANT'S  
CURRENT EMPLOYER \_\_\_\_\_ ADDRESS \_\_\_\_\_

HOW LONG? \_\_\_\_\_ POSITION \_\_\_\_\_ APX. ANNUAL EARNINGS \_\_\_\_\_ PHONE NO. \_\_\_\_\_

CO-OCCUPANT'S  
PREVIOUS OCCUPATION \_\_\_\_\_ ADDRESS \_\_\_\_\_

HOW LONG? \_\_\_\_\_ POSITION \_\_\_\_\_ REASON FOR CHANGE \_\_\_\_\_

**BANK AND CREDIT REFERENCES**

NAME \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_

TYPE OF ACCOUNT \_\_\_\_\_ ACCT. NO. \_\_\_\_\_ CONTACT \_\_\_\_\_

NAME \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_

TYPE OF ACCOUNT \_\_\_\_\_ ACCT. NO. \_\_\_\_\_ CONTACT \_\_\_\_\_

**CREDIT REFERENCES**

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_

TYPE OF ACCOUNT \_\_\_\_\_ PURPOSE OF CREDIT \_\_\_\_\_ HIGHEST AMOUNT OWED \_\_\_\_\_

**MISCELLANEOUS INFORMATION**

NEAREST RELATIVE \_\_\_\_\_ ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

NEAREST RELATIVE \_\_\_\_\_ ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

HOW MANY VEHICLES WILL YOU KEEP AT THIS ADDRESS \_\_\_\_\_

TYPE \_\_\_\_\_ MAKE \_\_\_\_\_ YEAR \_\_\_\_\_ COLOR \_\_\_\_\_ LICENSE: STATE \_\_\_\_\_ NO. \_\_\_\_\_

TYPE \_\_\_\_\_ MAKE \_\_\_\_\_ YEAR \_\_\_\_\_ COLOR \_\_\_\_\_ LICENSE: STATE \_\_\_\_\_ NO. \_\_\_\_\_

**IN CASE OF EMERGENCY, PLEASE NOTIFY:**

(1) NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

(2) NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

Do you carry personal liability insurance? Yes ( ) No ( ) If so, what company? \_\_\_\_\_

Have you ever broken an apartment or residential lease contract? \_\_\_\_\_

Have you ever been evicted or requested to vacate? \_\_\_\_\_

Have you ever been sued for non-payment of rent? \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_

**Everything that I have stated in this application is correct to the best of my knowledge. I understand that you will retain this application whether or not it is approved. You are authorized to check my credit and employment history and to answer questions about your credit experience with me.**

Applicant has deposited herewith the sum of \$\_\_\_\_\_, receipt of which is hereby acknowledged, as a non-interest bearing deposit (and not as a rental payment) to be refunded as hereinafter provided in the attached lease agreement if the lease agreement is consummated: provided, however, that in the event the application is approved, the property is tendered to applicant. **AND IF APPLICANT REFUSES TO FAILS OR REFUSES TO PAY FOR ANY REASON NOT THE FAULT OF THE OWNER TO ENTER INTO THE CONTEMPLATED LEASE WITH OWNER, AND PAY ALL RENT MONIES THEN DUE AFTER BEING GIVEN 3-DAYS NOTICE. OWNER SHALL RETAIN SAID DEPOSIT TO COVER THE COST OF TAKING AND PROCESSING APPLICATION:** provided, further, that in the event this application is disapproved, or for any reason which the owner is responsible, the lease agreement is not consummated, this deposit will be returned to the applicant. This application is made with the understanding that is application shall be incorporated in and become a part of the lease agreement which may hereinafter be entered between the owner and the applicant as lessee, and further that this application and his signature affixed thereto is only an offer by the applicant to lease the premises owned by the owner and that such offer does not result in a binding obligation of the part of the owner unless and until a lease agreement covering said premises is executed by an authorized representative of owner at its principal place of business and an executed copy is thereof is delivered to the applicant. **ANY SIGNATURE ON THE LEASE AGREEMENT OR THE APPLICATION BY THE PROPERTY MANAGER OR OTHER PERSON SHALL NOT CONSTITUTE AN ACCEPTANCE OF APPLICANT'S OFFER. THE APPLICANT HAS THE UNDERSTANDING THAT SAID PERSONS ARE NOT AUTHORIZED TO DO SO.**

Applicant agrees to lease being dated \_\_\_\_\_ with lease payments starting \_\_\_\_\_

Security Deposit \$ \_\_\_\_\_

Accepted by: \_\_\_\_\_

Applicant/s Signature/s

**Comments**

"WE ARE PLEDGED TO THE LETTER AND SPIRIT OF U.S. POLICY FOR THE ACHIEVEMENT OF EQUAL HOUSING OPPORTUNITY THROUGHOUT THE NATION. WE ENCOURAGE AND SUPPORT AN AFFIRMATIVE ADVERTISING AND MARKETING PROGRAM IN WHICH THERE ARE NO BARRIERS TO OBTAINING HOUSING BECAUSE OF RACE, COLOR, RELIGION, SEX HANDICAP, FAMILIAL STATUS, OR NATIONAL ORIGIN.

# Resident Selection Criteria – Homestead Properties

## EQUAL HOUSING OPPORTUNITY

1. Submit a complete written application which (a) discloses names, ages, social security numbers and relationship of all household members; (b) discloses amount and sources of all household incomes and assets; (c) provides credit and landlord references; (d) authorizes the obtaining of a credit and criminal history background investigation.
2. The household must be seeking an apartment that meets the property's occupancy policy of (a) One bedroom- 1 to 2 persons, and (b) Two bedroom 2 to 4 persons. (c) Or as required by Stephenville City Ordinance.
3. Tenant/Co-tenant must be 18 years of age or otherwise have the capacity to enter into a legally binding contract.
4. All household members must provide proof of identity (social security number and Driver's license or non-driver ID card) and if adult members of the household are students, documentation sufficient to determine eligibility for an apartment.
5. Satisfactory verifications of past landlord references. Applicants will be denied occupancy for history of (a) failure to timely make rental payments, (b) activities that threatened the health, safety, or right of peaceful enjoyment of prior apartment neighbors or management (c) history of lease violations, or (d) failure to complete prior lease or rental obligations.
6. Satisfactory verification of credit history, including history of meeting rental and other financial obligations. Unpaid utility bills that prohibit the initiation of utility service to the apartment and/or unpaid rent owed for prior apartment rentals are grounds for rejection of the application.
8. Failure to accurately, fully and completely provide information in the application will result in a denial of occupancy.
9. The applicant and all household members must have no prior or pending felony charges or any charges relating to drugs, burglar, fraud, robbery, terrorist threats, theft, violence and/or sexual related crimes.

**IF YOU ARE DETERMINED ELIGIBLE FOR OCCUPANCY AND AN APARTMENT IS NOT IMMEDIATELY AVAILABLE, YOU WILL BE PLACED ON A WAITING LIST. WHEN AN APARTMENT IS AVAILABLE, YOU WILL BE REQUIRED TO: (1) SIGN A WRITTEN LEASE; (2) PAY A SECURITY DEPOSIT IN ADVANCE; (3) PAY THE FIRST MONTH'S RENT IN ADVANCE; (4) MAKE ALL REQUIRED SECURITY DEPOSITS WITH UTILITY COMPANIES TO HAVE THE UTILITIES TRANSFERRED TO YOUR NAME; (5) COMPLETE A "MOVE-IN" INSPECTION FOR YOUR APARTMENT. (6) ACKNOWLEDGE HOMESTEAD PROPERTIES DOES NOT ACCEPT PETS – NOT EVEN TO VISIT. SIGNING THIS ACKNOWLEDGEMENT INDICATES THAT YOU HAVE HAD THE OPPORTUNITY TO REVIEW THE LANDLORD'S SELECTION CRITERIA. THE TENANT SELECTION CRITERIA MAY INCLUDE FACTORS SUCH AS CRIMINAL HISTORY, CREDIT HISTORY, CURRENT INCOME, AND RENTAL HISTORY. IF YOU DO NOT MEET THE SELECTION CRITERIA, OR IF YOU PROVIDED INACCURATE OR INCOMPLETE INFORMATION, YOUR APPLICATION MAY BE REJECTED AND YOUR APPLICATION FEE WILL NOT BE REFUNDED.**

Date \_\_\_\_\_

Applicant/s \_\_\_\_\_

\_\_\_\_\_

**Homestead Properties is an equal opportunity provider, and employer.**