

APPLICATION FOR RENTAL

REFERRED BY \_\_\_\_\_
PROPERTY \_\_\_\_\_ ADDRESS \_\_\_\_\_ UNIT TYPE: \_\_\_\_\_
MOVE-IN DATE \_\_\_\_\_ LEASE TERM \_\_\_\_\_ RENTAL RATE \_\_\_\_\_ RENTAL CONCESSION \_\_\_\_\_
NON-REFUNDABLE APPLICATION FEE \_\_\_\_\_ DAMAGE DEPOSIT \_\_\_\_\_ NON-REFUNDABLE PET FEE \_\_\_\_\_
MONTHLY PARKING \_\_\_\_\_ MONTHLY WASHER/DRYER \_\_\_\_\_ MONTHLY PET RENT \_\_\_\_\_

NAME

NAME \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_
(Last) (First) (Middle Initial)
SPOUSE'S NAME \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_
(Last) (First) (Middle Initial)
OCCUPANTS:
1. \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_
2. \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_
3. \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_
PET: BREED \_\_\_\_\_ COLOR \_\_\_\_\_ WEIGHT \_\_\_\_\_ lbs. APPROVAL PROPERTY MANAGER \_\_\_\_\_

ADDRESS

PRESENT ADDRESS \_\_\_\_\_
(Street) (Apt. #) (City/State/Zip)
PRESENT PHONE: ( ) \_\_\_\_\_
(Name of Present Landlord/Mortgage Company) (Rent Per Month) (Phone Number) (Res Dates From/To)
LIST ALL PREVIOUS ADDRESSES WITHIN THE PAST THREE YEARS:
1. \_\_\_\_\_
(Street) (Apt. #) (City/State/Zip)
(Name of Landlord & Phone #) (Res Dates From/To)
2. \_\_\_\_\_
(Street) (Apt. #) (City/State/Zip)
(Name of Landlord & Phone #) (Res Dates From/To)
3. \_\_\_\_\_
(Street) (Apt. #) (City/State/Zip)
(Name of Landlord & Phone #) (Res Dates From/To)
HAVE YOU EVER BEEN EVICTED? (Yes) \_\_\_\_\_ (No) \_\_\_\_\_ IF YES, WHY? \_\_\_\_\_

EMPLOYMENT

PRESENT EMPLOYER \_\_\_\_\_
(Company Name) (Address) (Phone Number)
(Position Title) (Annual Gross Income) (Supervisor's Name) (Dates Emp From/To)
IF PRESENT EMPLOYMENT LESS THAN THREE YEARS, LIST PREVIOUS EMPLOYER(S):
(Company Name) (Address) (Phone Number) (Dates Emp From/To)
(Company Name) (Address) (Phone Number) (Dates Emp From/To)
ADDITIONAL SOURCES OF INCOME: \_\_\_\_\_
SPOUSE'S PRESENT EMPLOYER:
(Company Name) (Address) (Phone Number)
(Position Title) (Annual Gross Income) (Supervisor's Name) (Dates Emp From/To)

CREDIT

LIST ACTIVE LOANS AND CHARGE ACCOUNTS (INCLUDING DEPARTMENT STORE, CREDIT CARDS, ETC.)
(Account Number) (Company Name) (Address) (City/State/Zip)
1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
LIST NAME OF BANK/SAVINGS & LOAN ACCOUNTS:
(Account Number) (Checking/Savings) (Company Name) (Address) (City/State/Zip)
1. \_\_\_\_\_
2. \_\_\_\_\_

PERSONAL

EMERGENCY CONTACT: RELATIONSHIP \_\_\_\_\_
(Name) (Address) (City/State/Zip) (Phone Number)
DRIVER'S LICENSE: DRIVER'S LICENSE OF SPOUSE
(Number) (State) (Exp. Date) (Number) (State) (Exp. Date)

APPLICATION FOR RENTAL

AUTOMOBILES/TRUCKS/MOTORCYCLES

1. (Make) (Model) (Year) (Color) (License No.) (State) (Exp. Date)
2. (Make) (Model) (Year) (Color) (License No.) (State) (Exp. Date)

ALL BLANKS ARE TO BE COMPLETELY FILLED OUT

I certify that the facts set forth in this APPLICATION FOR RENTAL are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I understand that a knowing and willful false statement on this application is grounds for rejection by the rental manager.

I agree that the Damage Deposit may not be applied as rent and that the full monthly rent will be paid on or before the first day of every month including the last month of occupancy. I further agree that the deposit will not be refunded if I elect not to lease the apartment, unless management is notified within 72 hours of receipt of this application.

AGENT Date:
APPLICANT(S) Date:
Time:
Date:
Time:
Date:
Time:



IT IS THE POLICY OF THIS PROPERTY TO RENT TO QUALIFIED PERSONS REGARDLESS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, HANDICAP, OR FAMILIAL STATUS, AND IN COMPLIANCE OF ALL FEDERAL, STATE, AND LOCAL LAWS.

GENERAL POLICY FOR LEASING

- 1. Rent to qualified persons, regardless of race, sex, color, creed, religion, national origin or familial status, and in compliance with all federal, state and local laws.
2. Verify all information furnished by applicant in the APPLICATION FOR RENTAL.
3. Hold a vacant apartment only with a deposit and APPLICATION FOR RENTAL for a period of no longer than seven (7) days.
4. Collect a non-refundable processing fee with each APPLICATION FOR RENTAL.
5. Refund application deposits only in cases of rejection. Cancellations are not acceptable grounds for deposit refunds, unless requested within 72 hours receipt of application.
6. Place applicant on the waiting list for a desired type of apartment by completing application procedures, collecting all fees and deposits, and verifications.
7. Accept all payments in the form of check or money order - no cash except to Henry Turley Company offices at 65 Union, Suite 1200, Memphis, TN 38103.
8. Accept leases for less than six (6) months only at properties where permitted.
9. Advise applicant of the above policies before filling out the APPLICATION FOR RENTAL.

GENERAL RENTAL STANDARDS

- 1. Rental Standards
a. Income
Applicant must have gross income of three (3) times the rental rate. Incomes for roommates may be combined to meet this standard.
b. Credit
1. There must be two (2) credit accounts either open or closed or any combination thereof, where the applicant is current in his/her payments. In addition, for any account listed by the credit agency used, the applicant may have made late payments no more than four (4) times late (thirty days past due) within the latest 12 month period reported and no more than eight (8) times late (thirty days past due) within the last 24 months reported.
2. The applicant must have had no bankruptcy judgment or wage earners serving within the prior two (2) years.
3. In case of roommates, the good credit of one cannot be used to offset the bad credit of the other.
4. If the requested credit agency report is not available or proves to be inadequate, the credit statements made by applicant on the APPLICATION FOR RENTAL will be verified.
c. Prior Landlord Reference
An applicant who meets the income and credit qualifications may be disqualified based on a poor reference from a prior landlord. A poor reference would consist of an eviction or asked to leave for non-payment of rent or disturbances. Also, a poor reference would consist of statement from the prior landlord that they would not re-rent to the tenant because of undesirable characteristics such as loud music, fighting, or not obeying apartment rules.
2. Exceptions
a. An applicant who has been employed by the same company for a period of two (2) years or longer but who has no credit will be accepted if he/she meets the income and prior landlord qualification requirements.
b. An applicant who has two (2) good credit accounts but one bad credit account may be accepted if he/she meets the income and prior landlord qualification requirements and if the poor credit account reported involves a balance of less than \$500.00.
c. An applicant who has insufficient credit and has been employed under two years must be advised that a co-signer will be considered. A qualified co-signer must have earnings equal to five times the rent, must fill out an APPLICATION FOR RENTAL, and must pay an application processing fee. The standard credit check and income verification will be made. The co-signer must sign the lease. The co-signer must be advised that he/she is individually as well as jointly liable for all the obligations of the lease as outlined in the lease. Applicants with insufficient income cannot use a co-signer. Applicants with poor credit cannot use a co-signer.