

University Suites

Rental Applications for Residents and Occupants

Each co-resident or occupant over 18 years old must
submit a separate application

Date when filled out: _____

Townhome#: _____

Move-In Date: _____

Taken By: _____

I. APPLICANT INFORMATION

Last Name	First Name	MI	Phone #	Drivers License
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Applicant Social Security Number	Date of Birth
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Present Address () Own () Rent	City	State/Zip	Monthly Rent/Mortgage
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Present Landlord/Property Mortgage Co.	Address	Phone #	How Long at Present Address
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Previous Address (if less than 3 years at present address)	City	State/Zip
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Previous Landlord/Property Mortgage Co.	Address	Phone #	How Long at Present Address
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II. HOUSEHOLD COMPOSITION (All Persons/Roommates who will occupy Town Home)

NAME	SEX M/F	AGE	DOB	FULL TIME STUDENT YES/NO	PHONE NUMBER

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III. EMPLOYMENT INCOME

(List All Full-Time or Part-Time Employment)

EMPLOYER	ADDRESS/ CITY	ANNUAL INCOME	DATES OF EMPLOYMENT	POSITION	PHONE #	SUPERVISOR

IV. OTHER INCOME

(List All Other Types Of Income Such As Alimony, Child Support, Social Security Pension, Disability Compensation, Unemployment Compensation, Welfare, SSI, Scholarships, Financial Aid, Or Recurring Contributions Or Gifts Regularly Received Or Investments, ETC.)

TYPE OF INCOME	ANNUAL AMOUNT

V. PETS

NO PETS OF ANY KIND SHALL BE PERMITTED IN THE LEASED PREMISES

VI. PERSONAL REFERENCE

Name

Address

Phone #

Name

Address

Phone #

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VIII.

YOUR RENTAL/CRIMINAL HISTORY

Have you, your spouse, or any occupant listed above ever:

- Been evicted or asked to move out?
- Broken a rental agreement or lease contract?
- Declared bankruptcy
- Been sued for nonpayment of rent?
- Been convicted of a felony
- Received deferred adjudication for a felony? Please indicate the year, location and type of each felony. We may need to discuss more facts before making a decision

You represent the answer is "NO" to any item not checked above _____

APPLICANT INITIALS

IX.

YOUR VEHICLE

(List all the information for your vehicle below.)

Make and color of vehicle: _____

Year: _____ License #: _____ State: _____

Parking Permit Number: _____

X.

EMERGENCY

Emergency contact persona over 18 years of age, who will not be living with you.

Name: _____

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

Work #: _____

Home #: _____

Cell #: _____

Relationship: _____

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XI. LEASE PROVISIONS

Applicant hereby agrees as follows:

Applicant has paid a non refundable Application fee in the amount of \$_____ and a Security Deposit of \$_____ simultaneously with the processing and execution of this Application.

Applicant understands that, in consideration of the Application, Landlord has taken a rental space off the market and reserved it specifically for Applicant pending the processing of this Application and, unless the Application is rejected, pending the execution and return of all lease documents. Applicant may cancel this Application and receive a refund of the Application Deposit and the Security Deposit by notifying Landlord in writing within 3 days after the Application is executed. If the Applicant does not cancel this Application within such 3-day period, then, **ALL MONIES WILL BE FORFEITED!**

If Applicant is not approved by Landlord, the Security Deposit will be refunded in full.

If Applicant is approved by Landlord:

Landlord shall have a reasonable time after receipt of the executed documents to verify they are properly completed and to investigate the applicant's proposed guarantor. Within 3 days after notice from Landlord, which notices in person or by telephone, or in writing, Applicant shall have any incomplete or improperly completed and executed documents completed and any unacceptable guarantor replaced with an acceptable guarantor. Otherwise, Landlord may cancel this Application and retain the Security Deposit as liquidated damages.

Applicant may not take possession of the apartment until:

- a) All lease documents including, but not limited to, the Guarantor Form (Exhibit F), are properly executed by all parties and delivered to Landlord
- b) Rent is paid to Landlord in accordance with Lease; and
- c) Apartment/bedroom is available

Applicant understands and acknowledges that a specific apartment and bedroom will not be assigned until all roommates are approved by Landlord. If applicable, the Applicant will hereby certify that he/she is the legal guardian of a minor(s) and hereunder identifies the name(s) and date(s) of birth of each in order to assist in roommate matching. Indicate N/A if no minor(s) will be residing with the Applicant.

The information provided in this Application is true, correct and complete. Any misstatement or omission of fact in this Application may result in the termination of my Lease for cause.

Time is of the essence with respect to the agreements set forth in this Application.

The undersigned hereby authorizes Landlord to obtain credit and criminal reports and conduct such other investigations of Applicant and/or Guarantors, as Landlord deems necessary in connection with this Application and leasing of the Apartment to Applicant.

Applicant

Date

University Suites
STATEMENT OF RENTAL POLICY

- AVAILABILITY:** Based on the availability of specific apartments.
- RENTAL APPLICATIONS:** To be completed by all applicants or lease guarantors with an application fee paid by each prospective leaseholder or occupant over 18. Two forms of I.D. will be required with application.
- OCCUPANCY:** Maximum of one (1) person per bedroom. Vacant un-rented bedrooms are off limits to anyone other than management. Vacant bedrooms shall remain locked and closed at all times. Management will periodically inspect the vacant bedrooms.
- PETS:** NO PETS WILL BE ALLOWED. VIOLATIONS OF THIS POLICY WILL RESULT IN FINES AS OUTLINED IN LEASE CONTRACT.
- CRIMINAL OFFENSE:** A criminal background check will be performed on all leaseholders and occupants. Applications will be rejected for felonies, misdemeanor convictions (excluding DWI or DWLR), or crimes against another person.
- SCHOLARSHIPS:** Scholarships, study subsidies, and financial aid will require written verification.
- RENTAL HISTORY:** Present and previous residence of at least six (6) months out of the last eight (8) months must have a payment record reflecting no more than two (2) late payments or one (1) N.S.F. within a twelve (12) month period. Sufficient move-out notice must have been given.
- GUARANTORS:** Each applicant must provide University Suites with an original parental guarantor form. His form must be filled out entirely and provided to University Suites prior to moving in. **NO** exceptions will be made.

We are pledged to the letter and spirit of the United States 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, national origin, ancestry, creed, religion, sex, physical or mental disability, marital status, and familial status (families with children under the age of 18).

I read and understand the terms and conditions outlined above.

Applicant's Signature

Date

Owner's Representative

Date