

NEWPORT APARTMENTS

EFFECTIVE 12-29-2009

ALL APPLICANTS WILL BE APPROVED ON THE FOLLOWING CRITERIA

RENTAL APPLICATION MUST BE PROCESSED ON ALL PROSPECTIVE RESIDENTS 18 YEARS OF AGE OR OLDER AND A NON-REFUNDABLE APPLICATION FEE PAID FOR EACH APPLICANT.

1. **INCOME:**

Gross income per apartment must be three times the amount of the rent. If not verifiable by employer, we require the past 6 months of bank statements or certification from the bank that the account maintains a minimum average monthly balance of three times the rental amount.

2. **EMPLOYMENT:**

A prospect must have verifiable current employment and six months employment history or a verifiable source of income. School will be accepted as an alternative to employment history provided if it can be verified.

3. **CREDIT:**

All applicants must provide a valid social security number. A credit report will be processed on each applicant. All applicants will be evaluated on a percentage system. The applicant can have no more than 25% negative credit on the current status of all accounts. Any accounts that are over two years old will be waived in determining percentage of negative credit. No credit history will be interpreted as good credit. If an applicant takes exception with the credit findings, he or she is responsible for contacting the credit bureau. If the discrepancy can be cleared up, applicant will be considered on the basis of new information.

4. **RESIDENCY/ RENTAL HISTORY:**

Two years verifiable residency on current/ previous addresses with at least 6 months rental or home ownership history.

5. **AN APPLICANT WILL AUTOMATICALLY BE DENIED FOR THE FOLLOWING REASONS:**

- a) Having unresolved debts to a previous landlord/mortgagor and/or non-compliance with any terms of the lease/contract and/or community policies. (A maximum of two late payments or returned checks per year of residency is acceptable.)
- b) Having been evicted by a previous landlord for cause in the past four years.
- c) Having a foreclosure in the past 12 months.
- d) Currently in the process of filing a bankruptcy.
- e) Having been convicted of manufacturing and/or distributing a controlled substance or any drug related conviction.
- f) Falsification of any information on the rental application.
- g) Having been convicted of a felony.

6. **AGE:** Applicants must be at least 18 years of age.

7. **OCCUPANCY:** Maximum number of occupants per apartment:

1 Bd/1Ba - 3 Occupants

2 Bd/2Ba - 5 Occupants

If for any reason, the number of occupants exceeds the maximum number for that floor plan, residents will have a maximum of 90 days to transfer to the appropriate floor plan to comply with our occupancy limits.

8. **SECURITY DEPOSIT:**

A security deposit and non-refundable fee must be paid in full prior to moving in.

1 Bd/1Ba \$150 Deposits/ \$240 Fees (\$40 Application Fee, \$50.00 Administrative Fee and \$150 Redecoration Fee)+Tax

2 Bd/2Ba \$150 Deposits/ \$240 Fees (\$40 Application Fee, \$50.00 Administrative Fee and \$150 Redecoration Fee)+Tax

If applicant is not approved, a check for the amount of refundable deposit will be mailed in 14 business days.

9. **PET DEPOSIT/ PET POLICY:**

A maximum of two pets per apartment will be allowed with a **\$300 Non-refundable Fee** Pet Rent: Cats **\$25 per month**, Dogs **\$25 per month**. Cats must be neutered indoor cats. All residents with cats are required to submit proof of neutering. All residents with pets must have a pet agreement on file. (The only exception to these policies would be pets which are designated as "service animals" which are required to accompany a resident with a verified disability for the specific purpose of aiding that person).

10. **PARKING:**

Applicant agrees to management's assignment of parking spaces. A maximum of **two (2) vehicles** per apartment is allowed for one and two bedroom apartments. All vehicles must have current registration.

11. **RENT:**

All rent, deposits and fees must be paid by check, money order or cashier's check. Only one (1) Check per apartment. If the deposit check is returned by the bank, the application will automatically be denied.

12. **OPTION 12:**

If a prospective resident fails to meet all the criteria, but meets at least two of the criteria listed in items 1 through 4, the following options are available (**Note: Items 5-11 must be met by all applicants**).

a) A guarantor may be used. The guarantor must complete an application, pay the application fee, meet all criteria (Note; Income must be four times the amount of rent.) and must sign all required paper work and have it notarized before the resident moves in.

b) If the prospective resident does not have a guarantor, the first full and last month's rent must be paid in advance with cashiers check/money order.

I (WE) HAVE READ THE ABOVE AND UNDERSTAND THE CRITERIA FROM WHICH MY (OUR) APPLICATION WILL BE APPROVED.

APPLICANT'S SIGNATURE

DATE

APPLICANT'S SIGNATURE

DATE

WELCOME TO YOUR NEW HOME.

COMMUNITY NAME: Newport Apartments

APARTMENT # : _____

MONTHLY RENTAL RATE: \$ _____

Date Received: _____

Lease Term: _____

APPLICATION FOR RENTAL

Move In Date: _____

For prompt processing of this application, Please complete ALL spaces and include area codes and zip codes where requested.

APPLICANT INFORMATION

Applicant's Name: Last		First		M.I.	Birth Date / /	Social Security #	Driv. Lic # & State
UNMARRIED	Spouses Name			Birth Date / /	Social Security #	Driv. Lic # & State	
MARRIED							
Present Address			City	State	Zip Code	Home Phone Number	
DATES: From: To:		Rent or Own	Monthly Rent \$	Landlord or Apartment Complex Name		Apartment Number	
Landlord/Apartment Address			City	State	Zip Code	Landlord's Phone Number	
Previous Address			City	State	Zip Code		
DATES: From: To:		Rent or Own	Monthly Rent \$	Landlord or Apartment Complex Name		Apartment Number	
Landlord/Apartment Address			City	State	Zip Code	Landlord's Phone Number	
Number of People to Occupy Apartment:		Number of Pets:		Size and Type of Pet:			
Name(s) of Person(s) to Occupy Apartment				Birth Date	Social Security #	Relationship	
1				/ /			
2				/ /			
3				/ /			
Name of Emergency Contact Person:			Relationship	Address:		Telephone Number	
Number of Vehicles to be parked on the Property:			Do you own any Recreational Vehicles?			Type:	
1. Make:	Model:	Color:	Year:	License #	State:	Mo. Pymt Amt: \$	
2. Make:	Model:	Color:	Year:	License #	State:	Mo. Pymt Amt: \$	

EMPLOYMENT

Present Employer		Phone Number		Position	Dates: From: To:	Salary: \$ per
Employer Address		City	State	Zip Code	Supervisor's Name	Supervisor's Phone No.
Previous Employer		Phone Number		Position	Dates: From: To:	Salary: \$ per
Employer Address		City	State	Zip Code	Supervisor's Name	Supervisor's Phone No.
Spouse's Employer		Phone Number		Position	Dates: From: To:	Salary: \$ per
Employer Address		City	State	Zip Code	Supervisor's Name	Supervisor's Phone No.
Additional Income - Describe Source and How to Verify:						\$ per
						\$ per

CRIMINAL HISTORY

Have you or any member of your household been arrested for or convicted of any drug related charges ? _____

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 non-payment of rent ? _____ been sued for damages to rental property ? _____ committed or been convicted of a felony ? _____ received deferred adjudication for a felony ? _____

If Yes, please explain (state, year, location and type of each felony): _____

Are you required to register with any government (federal, state or local) as a sexual offender ? _____

YOU REPRESENT THE ANSWER TO BE "NO" TO ANY BLANK NOT FILLED IN ABOVE.

Application Fee/Credit Report(s): \$ _____ is by separate payment and is **Non-Refundable**.

Applicant has disclosed all pertinent information and has not withheld any information, including but not limited to poor credit, early terminations of leases, evictions or bankruptcy. The material falsification of any information, including but not limited to information relating to pets, income, employment, criminal records, prior eviction records or current criminal activity, shall entitle Landlord to deny application for rental pursuant to A. R. S. 33-1368. Applicant understands that false statements or information are punishable under State and Federal Law.

Applicant hereby authorizes verification of any and all information set forth on this application, including release of information by bank or savings and loan, employer (present and former) and any lender. All such information hereon, and released as authorized above, will be kept confidential. Applicant understands that **Allied Resident Check** is responsible for the verification of the above contained information and will be acquiring a consumer report from one of the following credit bureaus: **Equifax, Experian or Trans Union**.

Lease or rental period to commence on _____ and end on _____.

Applicant deposits \$ _____ as earnest money which upon acceptance of application will be applied to the remainder of the security deposit and/or the non-refundable fee. When approved and accepted, applicant agrees to execute a lease for: _____ Months & _____ Days, before possession is given and to pay the balance of security deposit within in _____ business days, or the apartment and deposit will be forfeited as liquidated damages in payment for the Agent's time and effort in processing the application. If this application is not approved, the deposit will be refunded within the time allowed by law. The applicant has **72 hours** from the time a deposit is placed on an apartment to cancel with no penalty. After **72 Hours**, the entire **deposit is forfeited**.

APPLICATION & DEPOSIT RECEIVED BY:

SIGNATURE OF APPLICANT(S)

X _____ Date: _____

X _____ DATE: _____

LEASING AGENT IS: _____

X _____ DATE: _____

Print Name :