



Date \_\_\_\_\_  
 Property \_\_\_\_\_  
 Apt. # \_\_\_\_\_  
 Rent \_\_\_\_\_  
 Agent \_\_\_\_\_

**Please complete all requested information on this form.  
 Thank you for your interest in our apartment homes.**

Date of Application \_\_\_\_\_ Desired Date of Occupancy \_\_\_\_\_  
 Type and Size of Apartment Wanted (No. of Bedrooms, etc.) \_\_\_\_\_

**PERSONAL INFORMATION**

Applicant's FULL NAME \_\_\_\_\_  
 Social Security No. \_\_\_\_\_ Driver's License No./State \_\_\_\_\_  
 Co-Applicant's FULL NAME \_\_\_\_\_  
 Social Security No. \_\_\_\_\_ Driver's License No./State \_\_\_\_\_

Full Name of All Other Occupants	Relationship to You
_____	_____
_____	_____
_____	_____

How many cats do you or your other occupants own? \_\_\_\_\_  
 Kind of cat, breed, weight, age \_\_\_\_\_  
 How did you hear about our property? \_\_\_\_\_

**RESIDENCE HISTORY**

**Present Address** \_\_\_\_\_  
 Present Telephone \_\_\_\_\_ Date from \_\_\_\_\_  
 Present Landlord or Mortgage Co. \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
 Monthly Payment \$ \_\_\_\_\_ Reason for Moving \_\_\_\_\_

**Previous Address** \_\_\_\_\_  
 Date from \_\_\_\_\_ To \_\_\_\_\_  
 Present Landlord or Mortgage Co. \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
 Monthly Payment \$ \_\_\_\_\_ Reason for Moving \_\_\_\_\_

**EMPLOYMENT INFORMATION**

Present Employer \_\_\_\_\_ Date from \_\_\_\_\_ To \_\_\_\_\_  
Employer's Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
Position Supervisor \_\_\_\_\_ Gross Monthly Salary \$ \_\_\_\_\_

**OTHER INFORMATION**

<b>Have You or Co-Applicant Ever:</b>	<b>Applicant</b>	<b>Co-Applicant</b>
Been sued for non-payment of rent?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Been evicted or asked to move out?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Broken rental agreement or lease?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Been sued for damage for rental property?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Declared bankruptcy	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

**In Case of Personal Emergency, Notify:** \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

*I hereby make application for an apartment and certify that this information is correct. I authorize you to contact any references that I have listed. I also authorize you to obtain my consumer credit report from your credit reporting agency, which will appear as an inquiry on my file.*

Applicant's Signature \_\_\_\_\_  
Co-Applicant's Signature \_\_\_\_\_  
Date Signed \_\_\_\_\_

**THIS APPLICATION**     **Approved**     **Not Approved**

Date \_\_\_\_\_ By \_\_\_\_\_  
Assigned to Apt. No. \_\_\_\_\_ Rent \$ \_\_\_\_\_  
Apartment Address \_\_\_\_\_  
Applicant Notified By \_\_\_\_\_ Anticipated Move-in Date \_\_\_\_\_

**RESERVATION AGREEMENT**

Name \_\_\_\_\_ Date \_\_\_\_\_  
Unit # \_\_\_\_\_ Monthly Rental Amount \$ \_\_\_\_\_  
Lease Term \_\_\_\_\_ Begins \_\_\_\_\_ Ends \_\_\_\_\_  
Application Fee (non-refundable) \_\_\_\_\_ Reservation Deposit \$ \_\_\_\_\_

**Additional Fees Due On or Before Lease Signing**

First Month's Rent \$ \_\_\_\_\_  
One Month's Security Deposit \$ \_\_\_\_\_  
Parking Fee \$ \_\_\_\_\_  
Fitness Membership \$ \_\_\_\_\_  
Pet Fee \$ \_\_\_\_\_  
Application Fee \$ \_\_\_\_\_  
Administration Fee \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_  
**Total of All Fees Due** \$ \_\_\_\_\_  
**Less Money Received** - \$ \_\_\_\_\_  
**Balance Due on or Before Signing** \$ \_\_\_\_\_

- 1. Applicant will be given credit for all fees paid as set forth in the lease, only if Applicant signs the lease.
- 2. Applicant will not be entitled to a refund of any fee or deposit upon signing this reservation form. Landlord will keep all fees as liquidated damages for its administration expense and for the loss suffered due to reserving the apartment for Applicant.

*Applicant has carefully read the above and agrees to be legally bound.*

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date



## APPLICATION INFORMATION REQUEST

We are excited that you have chosen our Dranoff Property for your new home.

In order to process the rental application in a timely manner, it is your responsibility to furnish the following documentation within 72 hours. Please provide the following listed requirements:

### **Employment History**

Written employment verification; 2 most recent consecutive pay stubs, or offer letter if new employment.

### **Residential History**

One year of satisfactory rental history or proof of home ownership.

### **Credit Rating**

Satisfactory rating or higher required.

If the following information is not furnished within 72 hours of applying, please understand that we will be unable to offer you an "approval" status and will no longer be able to guarantee your chosen apartment home.

If you have any questions regarding this request, please call your Leasing Consultant.

Thank you for your cooperation in helping us process your application in a timely manner so that your move-in experience will be as enjoyable as possible.

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Applicant

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Applicant

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Applicant

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Management Representative