



Rental Application

Please note: This Application must be accompanied by a Deposit Agreement, and, if applicable, a signed Landlord Reference form for each prior residence listed in Section B. Each co-applicant must complete a separate Rental Application.

FOR OFFICE USE ONLY

Date _____
 Agent _____
 Address _____
 Rent _____

PART A: PLEASE TELL US ABOUT YOURSELF

_____ Phone () _____
 First Name MI Last Name
 Social Security No. _____ Driver's Lic. #/State _____
 _____ Phone () _____
 First Name of Co-Applicant MI Last Name
 Social Security No. _____ Driver's Lic. #/State _____

PART B: PLEASE GIVE YOUR RESIDENCE HISTORY FOR THE PAST THREE YEARS

CURRENT ADDRESS _____ ZIP Code _____
 Month & Year Moved In _____
 Reason for Leaving _____
 Owner or Agent _____ Phone () _____
 Monthly Payment \$ _____
 PREVIOUS ADDRESS (if within 3 years) _____
 Month & Year Moved In _____ Moved Out _____
 Reason for Leaving _____
 Owner or Agent _____ Phone () _____
 Monthly Payment \$ _____
 PREVIOUS ADDRESS (if within 3 years) _____
 Month & Year Moved In _____ Moved Out _____
 Reason for Leaving _____
 Owner or Agent _____ Phone () _____
 Monthly Payment \$ _____



Rental Application

PART C: PLEASE PROVIDE YOUR EMPLOYMENT AND INCOME INFORMATION

YOUR STATUS: Employed Full-Time Employed Part-Time Self Employed Student Retired Not Employed

CURRENT EMPLOYER (or most recent) _____

Address _____ Phone () _____

Date(s) Employed/From _____ To _____ Position _____

Supervisor _____

Your Net Monthly Salary \$ _____ Household Net Monthly Income \$ _____

PREVIOUS EMPLOYER (within last three years) _____

Address _____ Phone () _____

Date(s) Employed/From _____ To _____ Position _____

Supervisor _____

If there are other sources of income you would like us to consider, please list income, source, and person (banker, employer, etc.) who we can contact for confirmation. You do NOT have to reveal alimony, child support, or spouse's annual income unless you want us to consider it in this application.

Amount \$ _____ Source _____

Amount \$ _____ Source _____

Amount \$ _____ Source _____

Please note: We will require proof of all income listed in this section. Your consent to our verification of this income is contained in Section G.

PART D: VEHICLE INFORMATION

Make/Model _____

Year _____ Color _____ Plate No. _____ State _____

Make/Model _____

Year _____ Color _____ Plate No. _____ State _____

Make/Model _____

Year _____ Color _____ Plate No. _____ State _____



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PART E: OTHER INFORMATION ABOUT YOUR RENTAL HISTORY

HAVE YOU EVER:

- | | | |
|-------------------------------------|------------------------------|-----------------------------|
| Been sued for non-payment of rent? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Been evicted or asked to move out? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Broken a rental agreement or lease? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Been sued for damage to property? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Please include any additional information that might help us evaluate your application.

How did you hear about our property?

If we have any questions about your application, please provide your phone numbers so we can contact you.

Day: _____ Night: _____ Mobile: _____

PART F: IN CASE OF PERSONAL EMERGENCY

Please Notify: _____

Relationship: _____

Full Address: _____

Day: _____ Night: _____ Mobile: _____

PART G: SIGNATURE AND CONSENT TO INCOME AND CREDIT VERIFICATION

Your signature on this application authorizes us to request and review a credit report and an investigative consumer report containing information obtained through personal interviews with your neighbors, friends, and others with whom you may be acquainted. This report includes information concerning your character, general reputation, and personal characteristics. You acknowledge that you have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of this investigative report.

Our acceptance and review of your Rental Application does not constitute an approval of your Application or an agreement to the lease. If we approve your Application and enter into a Lease Agreement, however, the information and representations on this Application will become part of your lease.

Applicant Signature: _____ Date: _____



Rental Application

OFFICE USE ONLY: PLEASE DO NOT WRITE BELOW

Payment of \$ _____ Received by (name) _____ Date _____

This application form received by (name) _____ Date _____

REFERENCE NAME	REFERENCE COMMENTS

COMMENTS:

This Application: Approved Not approved

By _____ Title _____ Date _____

If not approved, specify reason(s) _____

Applicant notified by (name) _____

Method: Letter (attach copy) Telephone In Person



Landlord Reference

Applicant's Name: (1) _____ Address: _____

Applicant's Name: (2) _____ Address: _____

I (we), hereby give permission to release any and all information regarding my (our) rental history.

Signature: _____

Signature: _____

To Whom It May Concern:

The person named above has applied to rent an apartment at Erie Station Village, and has provided your name as a current or previous Landlord. We are asking for your assistance in our approval process. Please fill out the information below at your earliest convenience, and fax or mail the form back to our leasing office. We will keep this information in confidence.

Dates of residency: _____

Amount of monthly rent: \$ _____ Amount of security deposit: \$ _____

Number of late payments: _____ How late? _____ Late fees paid? _____

Were there any lease violations? _____

If so, what was the nature of the violation? _____

Did you ever begin eviction proceedings for any reason? _____

Did resident take good care of the residence? _____

Was proper notice given to vacate the residence? _____

Will you (did you) keep any of the security deposit? _____

Would you rent to this applicant in the future? _____

Additional comments: _____

Name and title of the person supplying the above information (please print): _____

Signature: _____

Date: _____

Thank you!

Erie Station Village



Deposit Agreement

This Deposit Agreement forms part of your Rental Application for Erie Station Village. A deposit equal to one month's rent is due at the time you submit your Application. If we approve your Application and enter into a Lease Agreement, we will keep your deposit and treat it as your security deposit under the Lease. If we do not approve your Application, we will keep \$50 of your deposit as an application fee and return the balance to you.

Once we approve your Application, you still have 48 hours to change your mind and request a return of your deposit. If you notify us within this 48-hour period that you do not want to sign a Lease Agreement, we will retain \$50 of your deposit as a processing fee and return the balance of your deposit to you. If you notify us after this 48-hour period has passed that you will not enter into a Lease, we will retain the full deposit received along with this Application and will release you from any further obligation to us.

If, after reviewing your Application, we inform you that we cannot approve it unless you provide a guarantor, you may withdraw your Application and receive a refund of your deposit less \$50, which we will keep as an application fee. If you agree to provide a guarantor you must do so within three business days or you will forfeit your entire deposit.

Our acceptance of your deposit under this Deposit Agreement does not constitute our approval of your Application or an agreement to enter into a Lease with you.

Applicant Signature: _____

Date: _____



Frequently Asked Questions

ERIE STATION VILLAGE

1. *What does my rent include?*

All residents of Erie Station Village receive maintenance services, refuse collection, and upkeep of the grounds, including landscaping and snow removal. You also have free use of our fitness center and access to all sidewalks and walking trails in and around Erie Station Village. Our Community Center has free wi-fi, a fireplace, and a library, and our gorgeous pool will have you feeling like you're on vacation at a resort hotel! Every residence comes equipped with a washer and dryer and features self-contained heating, air conditioning, and hot water units. You are responsible for all utility services to your residence including gas and electric, water, telephone, cable, and data.

2. *Do you provide laundry facilities?*

Each residence comes equipped with its own washer and dryer, so there are no central laundry facilities.

3. *Do you provide window treatments?*

Yes. All of our residences have mini-blinds on the windows.

4. *Are garages available?*

Some residences are attached to one- or two-car garages, and the cost of the garage is included in the rent. Other garages are available to rent for a monthly fee.

5. *Is extra storage available?*

Most of our apartments and townhomes offer some combination of walk-in closets, linen closets, and kitchen pantries that provide room for extra storage. In addition, most of our garages offer either storage shelves or storage lockers for your use.

OUR APPLICATION PROCESS

6. *How long is the lease term?*

Our lease terms are for one year.

7. *How can I apply for an apartment or townhome?*

Application forms are available in our brochure and on our website. The application includes a deposit agreement and landlord reference. By signing the application form you authorize us to verify your income, check your credit, and ask for references from other rental properties where you have lived during the last three years.

8. *How much does the application process cost?*

We need to receive a security deposit equal to one month's rent with your application form. If we accept your application but you change your mind within 48 hours of our acceptance, we will charge you a \$50 processing fee and return the balance of your deposit. If you cancel more than 48 hours after we accept your application, we will keep your entire deposit. Finally, your first payment of rent will be due when you sign your lease.



Frequently Asked Questions

OUR APPLICATION PROCESS, CONTINUED

9. *What do you accept as proof of income?*

We will accept your most current pay stub. We also accept tax forms, letters from your employer on company letterhead, and written job offers. Letters from your employer must specify your starting date and annual income, be signed by your supervisor, and provide your supervisor's telephone number.

10. *What if I do not meet the income requirement for a particular apartment or townhome?*

We allow someone to co-sign your lease. Your co-signer must meet our credit and income requirements and live in the United States.

11. *Do you accept Section 8 Applications?*

No, we do not participate in the Section 8 program.

PEOPLE, CARS, AND PETS

12. *How many people can occupy my residence?*

We allow only two people per bedroom. The limits are as follows:

- Studio: two people maximum
- One bedroom: two people maximum
- Two bedrooms: four people maximum
- Three bedrooms: six people maximum

13. *How many cars can we park on site?*

To preserve available parking, we limit the number of cars per unit. We allow two cars for each studio, one bedroom, and two bedroom apartment or townhouse in Erie Station Village. Three bedroom apartments and townhouse are allowed three cars.

14. *Do you allow pets?*

Yes, you may have up to two cats or two dogs (or one of each) residing with you in your Residence. Total weight of one fully-grown dog may not exceed 50 pounds; the combined weight of two fully-grown animals must not exceed 60 pounds. Please refer to our Pet Addendum for a complete list of requirements and restrictions.