

APARTMENT RENTAL APPLICATION

Henning Properties / Homestead Apartments

BASIC RENTAL CRITERIA

- **All applicants must be at least eighteen (18) years of age or older.**
- **Applicant must have verifiable current employment or income with a gross monthly income of at least three (3) times the rental rate. Proof of employment in form of payroll check stubs required. In the event that the applicant has been at his or her current job for a period of six (6) months or less, then the applicant must provide verification of prior employment. Should the applicant be self-employed, he or she must then provide a copy of the previous year's tax return.**
- **Applicant credit reports must be in good and acceptable standing. Medical collection accounts will be the only exception in determining acceptable credit. Personal bankruptcies shall be allowable as long as the applicant meets all other qualifications and criteria and has re-established a good credit rating.**
- **Any and all adults must complete a rental application, pay an application fee of \$40.00, be listed on the lease as a resident, and have full liability to fulfill all terms and conditions of the lease. The rental application fee shall be waived for a spouse only when application is accompanied by a copy of a Marriage Certificate, otherwise they will be deemed as co-tenant roommates, and thus must pay the application fee.**
- **The non-refundable application fee must be paid before the approval process can begin.**
- **Applicants must consent to a background and criminal investigation search. Criminal charges and/or convictions may be grounds for denial.**

- **Pets may be permitted upon landlord or management written approval. If approved, there will be a 2 pet limitation. Applicant shall be required to provide a pet deposit of \$300.00 for pet. Of which \$300.00 shall be non- refundable for repair and/or cleaning purposes after the premises are vacated. Our policy may exclude the approval of some breeds and weight limitation.**

- **MAXIMUM OCCUPANCY STANDARDS:**
 - 1 Bedroom has a maximum occupancy of two(2)persons
 - 2 Bedroom has a maximum occupancy of four (4) persons
 - 3 Bedroom has a maximum occupancy of six (6) persons

- **A family may occupy a rental unit as long as the family does not exceed a maximum of two (2) persons per bedroom plus a child who is less than six (6) months old and who sleeps in the same bedroom with the child's parent or guardian. If the applicant is pregnant or has a child less than six (6) months old at the time of moving in and the newborn child reaches six (6) months of age during the lease term, the resident may stay in the unit for the duration of the lease term. However, if the number of residents exceeds the maximum per bedroom limit because the newborn reaches or exceeds the six (6) months limitation at the end of the lease term, the applicant must apply for and if accepted move into a larger unit, if available. Under no circumstances can the applicant remain in a unit where occupants exceed the maximum occupancy standards.**

- **Renters Insurance is a mandatory requirement for Residency acceptance.**

I have read and agree to the above rental criteria requirements.

(Applicant Signature)

(Dated)

EMPLOYMENT HISTORY

Applicant 1

Applicant 2

Current Employer: _____
Current Supervisor Name: _____
Current Employer Address: _____

Current Employer Telephone: _____
Position Held: _____
Period of Time Employed: _____

FINANCIAL HISTORY

Applicant (s) Monthly Income: _____

FAMILY OR ROOMMATE INFORMATION

Name of Person	Relationship to Applicant
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

PET INFORMATION

Pet Name: _____	Pet Gender: _____
Breed: _____	Pet Weight: _____
Age: _____	Spayed/Neutered: _____
Pet Name: _____	Pet Gender: _____
Breed: _____	Pet Weight: _____
Age: _____	Spayed/Neutered: _____

Through the signing of this Rental Application, you herein agree to any additional deposit or monthly rent and shall be solely responsible for any damages caused by your pets and to clean up after them every time. Some breeds not eligible.

PERSONAL REFERENCES

Name: _____ Relationship: _____
Years Known: _____
Phone Number: _____

PERSONAL HISTORY

Do you smoke? Yes No
Have you ever been evicted? Yes No
If yes, when and why? _____

Have you ever declared bankruptcy? Yes No If yes, when and describe: _____

Have you ever been convicted of a crime? Yes No
If yes, when and describe: _____

EMERGENCY CONTACT

Name: _____ Relationship: _____
Phone Number: _____

APPLICANT CERTIFICATION

I, _____, certify that the information provide in this Rental Application is true and correct to the best of my knowledge as of the date set forth below. I acknowledge that the Landlord shall rely on the information contained herein and I authorize the Landlord to verify any or all information provided.

(Signature of Applicant) _____ (Dated) _____

FAIR HOUSING DISCLOSURE

The Fair Housing Act of 1968, as amended by the Fair Housing Act Amendments of 1988, prohibits discrimination in housing based on race, color, national origin, religion, sexual orientation, handicap, or familial status. Except as permitted by the Housing for Older Persons Act of 1955, we are committed to complying with the letter and spirit of the laws which administers compliance with the fair housing laws in the United States Department of Housing and Urban Development.

**DISCLOSURE AND AUTHORIZATION
FOR BACKGROUND INVESTIGATION**

I hereby authorize, Henning Properties LLC, the Landlord to whom I am making the Rental Application, to obtain a consumer and background report. A "consumer and/or background report" includes any information as to my cred worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. I understand this consumer or background report may include inquiries regarding my work history, personal financial status and credit history, court records, including criminal conviction record, as permitted by law, driving history, and references from professional and/or personal associates. I further understand and agree that a consumer report may be obtained at any time, and any number of times, as the Landlord in their sole discretion determines necessary before, during or after the acceptance of the Rental Application.

I hereby authorize all previous employers, landlords, educational institutions, consumer reporting agencies and other persons or entities having information about me to provide such information to Henning Properties LLC. I further fully release Henning Properties LLC, his or her employees, officers, agents, successors and assigns, and all other parties involved in this background investigation, including but not limited to investigators, credit agencies and those companies or individuals who provide information to Henning Properties LLC concerning me, from any claims or actions for any liability whatsoever related to the process or results of the background investigation.

I understand that I can receive a free copy of any credit report requested by Henning Properties LLC about me at the same time the report is provided to Henning Properties LLC.

I hereby state that I wish to / do not wish to receive a copy of any credit report requested, *(please circle one)*

I understand that approval of my Rental Application maybe contingent upon the outcome of my background check, and that this Disclosure Authorization is not meant as an approval of the Rental Application.

I have received and read the "Disclosure" regarding Henning Properties LLC's right to procure a consumer and/or background report.

/

(Signature of Applicant)

(Dated)

ApplicantName Co-Applicant

SSN Co-SSN

Driver's License Number

State of Issue

Current Address:

Previous Address:
