

**The Hideaway**

1363 A Hideaway Woods Drive  
Westerville, OH 43081  
(614) 794-1100 FAX 794-3689  
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**RENTAL APPLICATION**

Application fee: \$25.00 (non-refundable)  
To Hold Apartment: \$100.00 (applied toward security deposit)

Driver's License Required as I.D.  
Proof of Income Required

**SEPARATE CHECKS OR MONEY ORDERS REQUIRED (NO CASH ACCEPTED)**

**ALL PERSONS AGE 18 OR OLDER WHO WILL RESIDE IN APARTMENT MUST COMPLETE A SEPARATE APPLICATION FORM**

The undersigned hereby makes application to rent apartment located at: \_\_\_\_\_

Beginning on \_\_\_\_\_ 20\_\_\_\_ at a monthly rental of \$ \_\_\_\_\_

**Please tell us about yourself**

FULL NAME \_\_\_\_\_ Phone ( ) \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_

**LIST ALL OTHER PERSONS WHO WILL RESIDE IN THE APARTMENT:**

Name \_\_\_\_\_ Date of birth \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Date of birth \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Date of birth \_\_\_\_\_ Relationship \_\_\_\_\_

Do You Have any Pets? \_\_\_\_\_ How Many? \_\_\_\_\_ What type of pet? \_\_\_\_\_ Are you aware of our pet policy? \_\_\_\_\_

**Please give your residence history for the past 3 years (beginning with the most current)****CURRENT ADDRESS**

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Month and Year Moved-In \_\_\_\_\_ Rent/monthly payment \$ \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Name of Owner / Apartment Community / Landlord / or Mortgage Co. \_\_\_\_\_ Phone ( ) \_\_\_\_\_

**PREVIOUS ADDRESS** (If within 3years)

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Date Moved-In \_\_\_\_\_ Moved-out \_\_\_\_\_ Rent / monthly payment \$ \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Name of Owner / Apartment Community / Landlord / or Mortgage Co. \_\_\_\_\_ Phone ( ) \_\_\_\_\_

**PREVIOUS ADDRESS** (If within 3years)

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Date Moved-In \_\_\_\_\_ Moved-Out \_\_\_\_\_ Rent / monthly payment \$ \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Name of Owner / Apartment Community / Landlord / or Mortgage Co. \_\_\_\_\_ Phone ( ) \_\_\_\_\_

**Please give your employment information**

√ YOUR STATUS:  Employed Full-Time  Employed Part-Time  Unemployed  Student  Retired  Disabled

**CURRENT EMPLOYER**

Date(s) Employed \_\_\_\_\_ Position / Job Title \_\_\_\_\_ Supervisor Name \_\_\_\_\_

Human Resources Dept: ( ) \_\_\_\_\_ Address of Employment \_\_\_\_\_

Wage / Salary \$ \_\_\_\_\_ per \_\_\_\_\_ If employed by above less than 6 months, give name and address of previous employer

Previous Employer or School \_\_\_\_\_

If there are other sources of income you would like us to consider, please list income, source, and person (banker, employer, etc.) who we could 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 \_\_\_\_\_

**Please list your bank and credit references****YOUR BANK(S)**

CITY-STATE

TYPE OF ACCT.

1. \_\_\_\_\_

2. \_\_\_\_\_

CREDIT REFERENCES (NAME AT LEAST TWO CREDITORS TO WHICH YOU MAKE REGULAR MONTHLY PAYMENTS)

1. \_\_\_\_\_

2. \_\_\_\_\_

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**Additional Information Required**

Your driver's license number: \_\_\_\_\_ State \_\_\_\_\_ Year of expiration \_\_\_\_\_

Your vehicle information: (maximum of 2 vehicles per household)

Make \_\_\_\_\_ model \_\_\_\_\_ color \_\_\_\_\_ year \_\_\_\_\_ tag# \_\_\_\_\_ state \_\_\_\_\_

Make \_\_\_\_\_ model \_\_\_\_\_ color \_\_\_\_\_ year \_\_\_\_\_ tag# \_\_\_\_\_ state \_\_\_\_\_

Have you ever: Filed for bankruptcy? \_\_\_no \_\_\_yes / date of discharge \_\_\_\_\_  
Been evicted from tenancy? \_\_\_no \_\_\_yes  
Willfully or intentionally refused to pay rent when due \_\_\_no\_\_\_yes  
Committed a felony? \_\_\_no \_\_\_yes/explain \_\_\_\_\_  
Are you a registered sex offender? \_\_\_no \_\_\_yes

**Please give any additional information which might help management evaluate this application**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If Management has any questions about this application, please give PHONE NUMBERS where you can be located:**

Cell Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_  
Home or Other Phone (if applicable): ( ) \_\_\_\_\_  
Email: \_\_\_\_\_  
Emergency #: ( ) \_\_\_\_\_ Name/Relationship \_\_\_\_\_

- I hereby apply to lease the above described premises
- I agree to remit a **\$25.00 non-refundable application fee** to offset the cost of processing my application. I understand that this fee is not refundable under any circumstance
- I hereby deposit with the owner/agent, the sum of **\$100.00** as a fee to hold the above described premises. I understand that upon acceptance of this application, this deposit will be applied toward the full security deposit due.
- Upon acceptance of this application, I agree to enter into a lease agreement with the owner/agent and to pay the full security deposit and any rent due before possession is given. I also agree that the rent is to be payable on the 1<sup>st</sup> day of each month in advance.
- If I choose not to enter into a lease agreement, I agree to give written notice to the Community Manager within **48 hours after notification of application approval**. Such notice shall entitle me to the return of the deposit made in connection with this application.
- I understand that if I choose not to enter into a lease agreement after 48 hours of notification of application approval, I will forfeit the total amount of deposit made.
- If this application is not approved, my deposit will be returned.
- I authorize the owner/agent to obtain an investigative credit report in connection with this application, including release of information by any bank, savings & loan, present and/or former employer, landlord, and any lender. I understand that I can request the name of the reporting agencies providing this information.

**We do business in accordance with the Fair Housing Act (the Civil Rights Act of 1968 as amended by the Fair Housing Amendments Act of 1988) which provides that it is illegal to discriminate against any person because of race, color, religion, sex, handicap, familial status or national origin in the rental of housing.**



**The information I provided on this application, to the best of my knowledge, is true and complete:**

**Signature of Applicant** \_\_\_\_\_ **Date Signed** \_\_\_\_\_

How Did You Hear About Us? \_\_\_\_\_

What Benefit Was Important to You? \_\_\_\_\_

**FOR OFFICE USE ONLY:**

This application:  Approved  Not Approved By \_\_\_\_\_

Notified by \_\_\_\_\_ Date \_\_\_\_\_