



RENTAL APPLICATION

Leasing Office for THE HIDEAWAY / GREENTREE VILLAGE / & RIVERGATE APTS:
1363 A Hideaway Woods Drive, Westerville, OH 43081
(614) 794-1100 / FAX 794-3689 / email: thehideawayapts@prodigy.net

Application fee: \$50.00 (due upon receipt of application / non-refundable)

Driver's License Required as I.D.

Deposit to hold: \$100.00 (due within 48 hours of approval. Applied toward security deposit)

Proof of Income Required

CHECKS OR MONEY ORDERS ONLY (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 3 years)

_____ 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 3 years)

_____ 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. _____

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

1. _____

2. _____

CONTINUED OVER

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 reached:

CELL PHONE: _____ **WORK PHONE:** _____

HOME OR OTHER PHONE (if applicable): _____

EMAIL: _____

EMERGENCY #: _____ **NAME / RELATIONSHIP** _____

Please Read Before Signing Below:

- I hereby apply to lease the above described premises
- I agree to remit a **\$50.00 non-refundable application fee** to offset the cost of processing my application. I understand that this fee is **due at the time I submit my application** and is not refundable under any circumstance
- I agree to deposit with the owner/agent, the sum of **\$100.00** as a deposit to hold the above described premises. I understand that this payment is **due within 48 hours of notification of application approval**, and 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 1st day of each month in advance.
- **Cancellation within 48 hours:** If I choose not to enter into a lease agreement, I agree to give written notice to the Leasing Office within 48 hours of notification of application approval. Such notice shall entitle me to the return of the deposit made, if any, in connection with this application.
- **Cancellation after 48 hours:** 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 application is not approved:** The owner/agent will notify me promptly, both verbally and in writing, to the contact information I have provided on this application.
- **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 Notified _____

Amount of Security Deposit Required: \$ _____