

<i>FOR OFFICE USE ONLY</i>	
<i>Date app. Submitted:</i>	<i>Expected Move in date:</i>
<i>Sec. Dep. Paid:</i>	<i>Num. of Rms. needed:</i>
<i>Lease Type: 10 or 12 mos.</i>	<i>Bldg/Rm. Assigned to:</i>

**BROOKSIDE MEADOWS
APPLICATION**

\$100.00 Per Applicant- Application fee & background check
 \$200.00 SECURITY DEPOSIT CANCELLATION FEE- If you decide to cancel your application after you have paid the security deposit you will be charged a cancellation fee which will be deducted from the deposit.

Applicant's Full Name: _____

Current Address: _____

City, State & Zip Code: _____

Age: _____ Date of Birth: _____ Gender: ___ Male ___ Female

Driver's License or I.D# _____ Last 4 of social security _____

Vehicle Information:

Do you own a vehicle: ___ Yes ___ No License Plate #: _____

Vehicle Make & Model, year & color: _____

Contact Information:

*Cellular Phone: _____ Home Phone: _____

Work Phone: _____ Other phone: _____

*Email: _____

IN CASE OF EMERGENCY:

Closest Relative: _____ Relationship: _____

Address: _____

Telephone: _____ Email Address: _____

Room assignment information:

Major: _____ Classification: _____

GPA: _____

Roommate request:

List the names of requested room mates: _____

 *THERE IS NO GUARANTEE THAT YOU WILL BE PLACED IN THE SAME HOUSE.

Please answer the following questions honestly to better place you, there are no right or wrong answers.

Fraternity/Sorority: _____

What sports do you participate in: _____

Do you mind having roommates with a service/ESA animal: ___ Yes ___ No

Do you have any pet allergies: ___ Yes ___ No

Do you smoke: ___ Yes ___ No

Do you drink: ___ Yes ___ No

Do you have any allergies: ___ Yes ___ No

Do you have asthma: ___ Yes ___ No

Are you in the military: ___ Yes ___ No

Circle all that applies to you:

- | | | |
|---------------------|-----------------------|-------------------------|
| Outgoing | Quiet | Clean |
| Loud talker | Soft spoken | Organized |
| Bossy | Don't like noise | Have a job |
| Very popular | Like to study | I always obey the rules |
| Like to party | Have few or no guests | Into beauty & fashion |
| Don't have a job | I go to sleep early | Into fitness & health |
| Like to have guests | Keep to myself | I like going out |
| I go to sleep late | Rule breaker | I like being at home |

Please describe your ideal roommate: _____

Source of Income Information:

*What will be your main source for paying rent? (I.e. parents, student aid, scholarship, work, etc). _____

Financial aid does not always cover the full cost of housing, if this is your only source of income how do you plan on covering the rest of the rent plus utility overages? _____

Are you currently employed: ___ Yes ___ No If so, answer the following questions.

What's your occupation: _____

How many hours do you work: _____ Wage amount: _____

How often do you get paid: ___ Wkly ___ Bi-wkly ___ Monthly

Company Name: _____

*(please attach a copy of your most recent check stub)

Tenant Rental History Information:

*(list your current place of residency)

Name of housing complex: _____

Address/bldg. # _____

Monthly rent amount: _____ How long have you lived there: _____

Reason for moving? _____

Have you ever been evicted, and/or kicked off campus? Yes ___ No ___

Have you ever been arrested? Yes ___ No ___

Have you ever been convicted of a felony? Yes ___ No ___

If you answered yes to any of the above questions please explain why:

Co-Signer Information:

*(All applicants are required to have a co-signer)

Co-signer or Guardian's Full Name: _____

Address: _____

City, State & Zip Code: _____

Age: _____ Date of birth: _____ Gender: ___ Male ___ Female

Relationship to Applicant: _____ Marital status: _____

Driver's License: _____

Last four of Social Security #: _____ Phone#: _____

*Email address: _____

Are you currently employed: ___ Yes ___ No If so, answer the following questions.

Occupation: _____

How many hours do you work: _____ Wage amount: _____

How often do you get paid: ___ Wkly ___ Bi-wkly ___ Monthly

Company Name: _____

*(Please attach a copy of most recent check stub or tax return)

Rental History Information:

Do you own or rent? _____ Monthly mortgage/rent amount: _____

How long have you lived there: _____

Have you ever been evicted? Yes ___ No ___

Agreement & Authorization Signature

I believe that the statements I have made are true and correct. I hereby authorize a credit and/or criminal check to be made, verification of information I provided and communication with any and all names listed on this application. I understand that any discrepancy or lack of information may result in the rejection of this application. I understand that this is an application for housing and does not constitute a rental or lease agreement in whole or part. I further understand that there is a non-refundable fee to cover the cost of processing my application and I am not entitled to a refund even if I am denied. Any questions regarding rejected applications must be submitted in writing.

Applicant's Signature: _____ Date: _____

Co-App or Guardian's Signature: _____ Date: _____

ATTENTION! IF YOU PAY DEPOSIT IN AUGUST YOUR SECURITY DEPOSIT SECURES YOUR ROOM FOR 2 WEEKS ONLY. IF YOU HAVE NOT MOVED IN WITHIN 2 WEEKS YOUR APPLICATION WILL BE CANCELLED AND YOUR SECURITY DEPOSIT WILL BE FORFEITED! NO EXCEPTIONS!

Acceptable forms of payment: Money order, cashier's check & *credit/debit cards. *credit/debit cards and phone payments will be charged a processing fee.

We do not accept American Express, personal checks or cash.

Money orders & cashier's checks are to be made payable to Brookside Meadows.

AUTHORIZATION FOR BACKGROUND INVESTIGATION

I hereby authorize, 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. I further fully release, 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 individual who provide information to concerning me, from any claims or actions for any liability whatsoever related to the process or results of the background investigation.

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

*Please Print Clearly

COPY OF VALID DRIVER'S LICENSE IS REQUIRED

Applicant's full name (as it appears on your social security):

Applicant's social security: _____

Applicant's driver's license: _____ State Issued: _____

Applicant's date of birth: _____

Applicant's current address: _____

City, State & Zip: _____

Applicant's phone number: _____

Applicant's Signature: _____ Date: _____

AUTHORIZATION FOR BACKGROUND INVESTIGATION

I hereby authorize, 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. I further fully release, 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 individual who provide information to concerning me, from any claims or actions for any liability whatsoever related to the process or results of the background investigation.

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

*Please Print Clearly

COPY OF VALID DRIVER'S LICENSE IS REQUIRED

Co-signer's full name (as it appears on your social security):

Co-signer's social security: _____

Co-signer's driver's license: _____ State Issued: _____

Co-signer's date of birth: _____

Co-signer's current address: _____

City, State & Zip: _____

Co-signer's phone number: _____

Co-signer's Signature: _____ Date: _____

Service animals/ESA:

Do you have a disability that requires a service/ESA animal to assist you with your disability? ___ Yes ___ No

If so, please attach the following requirements for your service/ESA animal.

- ESA/Service animal registration certificate (with picture)
- ESA/Service animal Letter from a licensed professional
- Up to date vaccination records
- Up to date rabies shot records
- Renter's insurance with pet coverage

_____ **All service/ESA animals MUST be approved by management PRIOR TO ARRIVING on property.**

_____ **Upon approval of your service/ESA animal, you will be placed in a house approved for pets.**

_____ **Failure to furnish all requirements for your service/ESA animal prior to its arrival on property will result in eviction.**