

YOUR NEW HOME IS WAITING FOR YOU AT STONE MILL OR QUAIL RUN HOLDINGS

ABOUT US:

WELCOME HOME!

We are happy you have selected to fill out an application and allowing us to provide you with your next new apartment home! Please take a moment to review the enclosed information about your future home.

Our staff has received professional training in our resident service program and we pride ourselves on our outstanding efficiency. Your comfort, happiness, and pleasant daily experiences in your home are an important part of our everyday planning and work days!

EXTRA SPECIAL BENEFITS OF BEING A STONE MILL OR QUAIL RUN HOLDINGS RESIDENT!

- QUALIFY FOR A \$350 RESIDENT REFERRAL EACH AND EVERY TIME YOU MOVE ONE YOUR FRIENDS OR FAMILY INTO ONE OF OUR GREAT NEW APARTMENT HOMES!
- QUALIFY FOR MOVE IN GIFTS AND AMAZING RENEWAL PERKS!

QUAIL RUN HOLDINGS LLC

THANK YOU FOR YOUR INTEREST IN QUAIL RUN HOLDINGS LLC!

In beautiful historical Lancaster Township, Quail Run offers the ease of convenience as its so close to everything downtown, while still offering a gorgeously landscaped, secluded surrounding, with spacious layouts and plentiful closet space that make this place ideal! Close to all major roadways including Rt 222, 30, 999, and 462, making commuting and accessing the regions shopping, dining, and cultural access simple and seamless!

- ◆ OVERSIZED 1 AND 2 BEDROOM APARTMENT HOMES
 - ◆ 24/7 MAINTENANCE SERVICE
 - ◆ CENTRAL AIR/CENTRAL HEAT
 - ◆ HUGE CLOSETS
 - ◆ PRIVATE ENTRANCES
- ◆ PREFERRED EMPLOYER PROGRAM
- ◆ PRIVATE ENTRANCES & BALCONIES OR PATIO
 - ◆ BUS STOP LOCATED ON PREMISE
- ◆ FULL SIZE WASHER/DRYERS IN MOST APARTMENTS
 - ◆ MONTHLY RESIDENT RAFFELS/GIVE AWAYS!

STONE MILL HOLDINGS LLC

THANK YOU FOR YOUR INTEREST IN STONE MILL HOLDINGS LLC!

Located in the heart of prestigious Manor Township, Stone Mill Holdings combines the charm of country life with the conveniences of modern living. Stone Mill is situated on the Lancaster bus line and is within close proximity to shopping, dining, parks, employment centers and major highways. Tailored with amenities designed to fit any lifestyle, our community strives to make your life a little easier. Inside your apartment home, you'll find a spacious layout with bountiful closet space, fully renovated kitchens and baths and private patios and balconies. Our community stands strong to its commitment to give its residents a great home that is affordable. Visit our photo gallery to experience how pleasant life will be residing at the beautiful and remodeled Stone Mill Station Holding Homes in Lancaster, PA.

THE MANAGEMENT TEAM HERE AT STONE MILL & QUAIL RUN HOLDINGS LLC WELCOME YOU AS A NEW RESIDENT!



QUAIL RUN APARTMENTS

WHAT YOU WILL NEED IN ORDER TO APPLY, GET APPROVED, & MOVE IN TO YOUR NEW HOME...

Application:

1. FULLY COMPLETED APPLICATION
2. APPLICATION FEE (\$35/PERSON, \$70/COUPLE)
3. 2 FORMS OF ID
 - a. SS CARD AND DRIVERS LICENSE AND OR BIRTH CERTIFICATE
4. 6 MONTHS OF PAY STUBS TO PROVE INCOME/OFFER LETTER TO PROVE SUCH

To Qualify:

- IN ORDER TO QUALIFY, YOU SHOULD MAKE APPROXIMETLY 2.5 TIMES THE MONTHLY INCOME OF THE RENT.
- ALL PERSON(S) OVER THE AGE OF 18 THAT WILL BE LIVING AT THE APARTMENT HOME MUST BE LEASE HOLDERS
- ALL APARTMENT HOMES MUST BE HELD WITH A HOLDING FEE
 - THE HOLDING FEE IS *NOT REFUNDABLE* AFTER THE APPLICATION HAS BEEN APPROVED AND BEEN ON HOLD FOR MORE THAN 48 HOURS.
- ONCE YOU HAVE AN APPROVED APPLICATION, WITHIN 7 DAYS FROM THAT DAY, YOU MUST PUT DOWN THE REST OF THE DEPOSIT THAT IS DUE.

After Approved:

- ONCE A MOVE IN DATE AND TIME IS SET, WE WILL SCHEDULE THE LEASE SIGNING AND MOVE IN. AT THE MOVE IN YOU MUST HAVE THE FOLLOWING:
 - BALANCE OF MONEY OWED TO MOVE IN
 - RENTERS INSURANCE
 - PPL/UGI ACCOUNT NUMBERS OF YOUR APARTMENT HOME

Stone Mill Holdings LLC

Quail Run Holding LLS

Rental Application

OFFICE USE ONLY

Desired Apt # _____ Move in Date: _____
Rent: \$ _____ Sec Dep: \$ _____
Pet Fee: \$ _____ Pet Dep: \$ _____
Monthly Rent: \$ _____ Redeck: \$ _____
Utility/ Fitness : \$ ____/\$ ____ Misc: _____
Special: \$ _____
Leasing Agent: _____
Lease Start Date: ____/____/____ to ____/____/____

APPLICANT GUARANTOR

Legal First Name: _____ Middle Initial: _____ Last Name: _____

Date of Birth: _____ Social Security Number: _____

Home Phone Number: _____ Cell Number: _____

Email: _____ Driver's License Number: _____ State: _____

List all other Occupants residing in the apartment:

NAME	RELATIONSHIP	SOCIAL SECURITY #	BIRTHDATE

RESIDENTIAL HISTORY - If you have not been at your current address for 6 months, please provide your previous address in the space below

Present Address: _____ City: _____ State: _____ Zip: _____

Landlord Name: _____ Landlord Address: _____

Phone Number: _____ Current Rent Paid: _____ Move in date: _____

EMPLOYMENT HISTORY - If you have not been at your current employer for 6 months, please provide your previous employment in the space

Present Employer: _____ Title/Position: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Employment Start Date: _____ Salary: _____ Employer Phone: _____

VEHICLE INFORMATION

Applicant: Make: _____ Model: _____ Year: _____ Color: _____ Plate: _____

Applicant: Make: _____ Model: _____ Year: _____ Color: _____ Plate: _____

PET INFORMATION

Pets: YES NO How Many: _____ Type: _____

OTHER INFORMATION

Emergency Contact: _____ Phone # _____ Email: _____

Address: _____ Relationship: _____

Have you and/or any occupants ever been evicted or asked to move? Yes No

Do you and/or any occupants use illegal drugs? Yes No

Have you or a member of your family been convicted of a crime or are currently engaged in any criminal activity? Yes No

If you answered yes, please explain: _____

HOW DID YOU HEAR ABOUT US?

How did you hear about us?

- CRAIGSLIST NEWSPAPER WORD OF MOUTH DRIVE BY RESIDENT REFERRAL

****IF YOU RECEIVE A REFERRAL CREDIT THE NEW RESIDENT MUST SIGN AND FULFILL A 12 MONTH LEASE WITH 0 LATE PAYMENTS OR THE CREDIT WILL BE CHARGED BACK.****

IF SO, BY WHO: _____

APARTMENT: _____

STATEMENT OF RENTAL POLICY

Thank you for choosing our community, we require that each Applicant and adult occupant meet certain rental criteria. Before you fill out our Rental Application, we suggest that you determine whether you meet our requirements. Please note that the term "Applicant" provided below applies to all Residents to be identified on the Lease Contract and the person or persons to be responsible for paying the rent. Please note that these represent our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation by Owner prior to these requirements going into effect. Our liability to verify whether these requirements have been met is limited to the information we receive from the various credit reporting services used.

All applicants must have a Social Security Number and will be approved on the following basis:

1. All applicant(s) must be a minimum of eighteen (18) years of age or older. All occupants of the household eighteen (18) years of age or older must be listed as a lease holder. All applicant(s) must be able to provide a copy of their Social Security card.
2. **Occupancy Guidelines:**
One Bedroom – 2 occupants
Two Bedroom – 4 occupants
Three Bedroom – 6 occupants
3. A **Non-refundable** application fee of **\$35.00 per adult, age 18 and older** is required, and a separate \$100.00 holding deposit (**money order made payable to Stone Mill Holdings LLC/Quail Run Holdings LLC and only refundable if the application is denied**) which will be applied towards the security deposit. This will hold the apartment for up to thirty (30) days. Additionally, this deposit is non-refundable if applicant (s) does not take the apartment.
4. **Employment Requirement:** Employment will be verified. Verifiable income shall include income as confirmed by employer, trust officer, two (2) recent computerized pay stubs, or two (2) years tax returns, if self-employed.
5. **Income Requirements:** 45% of Gross Verifiable Income must cover the monthly rent plus any monthly fixed obligations. If Applicants do not meet this guideline, Owner may look at other compensating factors (I.I Credit History, Length of Employment, or Rental History) in the approval process
6. **Credit History:** Credit history will be utilized to determine application approval. Negative credit history can affect the approval process of your rental application. In addition, any non-current accounts must have explanation clearing account. In addition, all outstanding public records or judgments must be cleared. Credit must not reflect any bankruptcies in the past two years. The Landlord reserves the right to deny your application if the above criteria is not met
7. **Verifiable Rental History:** It is your responsibility to provide necessary information that allows us to contact your past Landlords. You must have a history of paying your rent on time, no prior convictions, no history of default in lease obligations, and have given proper notice and must not owe any money to your Landlord. If we are unable to verify your previous Landlords and/or references, we reserve the right to deny your application.
8. **Pets:** Pets are allowed with restrictions. 2 pet max. Dogs may not be on our dangerous breed list. Please ask for further details.
9. **Criminal Convictions:** AJH Management is an avid supporter of Crime Free/Drug Free in Multi-housing. Applicant(s) with criminal convictions will be denied.
10. **Conditional approval:** The above items will be utilized to determine approval of your rental application. The scoring system utilized by Stone Mill Holdings LLC/Quail Run Holdings LLC allows for a conditional approval which may require a higher security deposit and/or co-signer for the rental lease agreement.

YOU WILL BE DENIED IF:

You misrepresent any information on the application. In general, if misrepresentations are found after the rental agreement is signed, your rental agreement will be terminated.

RENTAL AGREEMENT:

If you are accepted, you will be required to sign a Lease Contract in which you will agree to abide by the policies of this rental property. A copy of this contract is available for your review. Please read the Lease Contract carefully, as we take each and every part seriously. It has been written to protect the rights of both our Residents and the Owners of the community.

REQUIREMENT OF RENTERS INSURANCE:

AJH Management is requiring all residents upon moving in to Stone Mill Holdings LLC/Quail Run Holdings LLC to provide a copy of their renter's insurance policy declaration page. Resident's must be insured with at least \$10,000 in personal property coverage and \$100,000 in personal liability coverage. In addition, Stone Mill Holdings LLC/Quail Run Holdings LLC must be listed as an *additional insured or interested party* on the policy. The renter's insurance policy must remain active throughout the term of the lease agreement. Stone Mill Holdings LLC/Quail Run Holdings LLC is unable to hand out keys to your new apartment home should there be a failure to provide proof of an active renter's insurance policy.

FAIR HOUSING STATEMENT:

It is the policy of AJH Management and this rental community to treat all Current and Prospective residents in a fair, professional manner, without regard to race, color, religion, sex, familial status, handicap or national origin.

"THIS IS AN EQUAL HOUSING OPPORTUNITY COMMUNITY"

HOLD DEPOSIT:

I hereby agree to pay a holding fee of **\$100.00** for Stone Mill Holdings LLC/Quail Run Holdings LLC to remove apartment # _____ from the apartment availability list for 48 hrs.

I understand that the above \$100.00 will be converted to a Security Deposit upon my/our move to the above apartment. I understand that **this holding fee can only be refunded if I am declined, and that the holding fee will be non-refundable upon withdrawal of application for any reason.**

I hereby agree to pay the security deposit of \$ 99.00 for Stone Mill Holdings LLC/Quail Run Holdings LLC to remove the above unit from the apartment availability list. I understand that the above amount includes \$100.00 previously paid on ___/___/___ when the application was submitted.

I understand that the above will be converted to the unit held as a Security Deposit upon my taking possession of the above apartment. I understand that this deposit can only be refunded if I/we are declined, and that the security deposit will be non-refundable upon withdrawal of application for any reason.

I understand that the above deposit includes the following non-refundable redecoration fee, specific to the size of the unit we are leasing: **\$500.00**

Initials: _____ Date: _____

I _____ hereby authorize **AJH Management** to obtain a consumer report of my credit /background check for application purposes, and any other information it deems necessary, for the purpose of evaluating my application for approval. I understand that such information may include, but is not limited to, credit history, civil and criminal information, records of arrest, rental history, employment/salary details, vehicle records, licensing records, and/or any other necessary information. I hereby expressly release **AJH Management**, and any procurer or furnisher of information, from any liability what-so-ever in the use, procurement or furnishing of such information, and understand that my application information may be provided to various local, state, and/or federal government agencies, including without limitation, various law enforcement agencies.

Signature: _____

Date: _____

Signature: _____

Date: _____

LANDLORD/TENANT
VERIFICATION REQUEST

Date: _____

Renter's Name: _____

Apartment: _____

Address Vacated: _____

Approximate Date: _____

To: _____

Fax: _____

The above person(s) listed has listed you as a previous/current landlord. We are now processing an application for this person(s) to reside in our community. We would appreciate if you would please answer this questionnaire and please email or fax back to the email address indicated or to Nateh@ajhmanagement.com

Term of Current Lease: From _____ To _____

Rental Amount: _____

Did the tenant give you proper notice before vacating? _____

What reason did the tenant give you for leaving? _____

Was there any damage to the unit? _____

If so, what type of damage? _____

Did the tenant receive their security deposit back? _____

Would you re-rent to this tenant? _____

Did you have any complaints of noise, etc.? _____

Did the tenant have any returned checks? _____

Did the tenant have any pets? _____

Number of late payments: _____

Have they ever been placed under eviction? _____

Any additional comments you feel would be important to a new landlord regarding this tenant? _____

Name and title of person giving information: _____

I/We hereby give consent to the release of the above information:

Applicant Signature

Applicant Signature