

Rental Application for Residents and Occupants
Each co-resident and each occupant over 18 must submit a separate application. Spouses may submit a joint application.



02112013137501tx00040313

Date when filled out:

ABOUT YOU Full name (exactly as on driver's license or govt. ID card)	YOUR SPOUSE Full name:
	Former last names (maiden and married):
Your street address (as shown on your driver's license or government ID card):	Spouse's Social Security #:
Duivoula licence # and states	Driver's license # and state:
Driver's license # and state:	OR govt. photo ID card #:
OR govt. photo ID card #:  Former last names (maiden and married):	Birthdate: Height: Weight:
Your Social Security #:	Sex: Eye color: Hair color:
Birthdate: Height: Weight:	Are you a U.S. citizen? ☐ Yes ☐ No
Sex: Eye color: Hair color:	Present employer:
Marital Status: ☐ single ☐ married ☐ divorced ☐ widowed ☐ separated	Address:
Are you a U.S. citizen? ☐ Yes ☐ No Do you or any occupant smoke?☐ yes ☐ no	City/State/Zip:
Will you or any occupant have an animal? □ yes □ no	Work phone: () Cell phone: ()
Kind, weight, breed, age:	Position:
Current home address (where you now live):	Email address:  Date began job: Gross monthly income is over: \$
Apt. #:	Supervisor's name and phone:
City/State/Zip:	
Home/cell phone: ( ) Current rent: \$	OTHER OCCUPANTS  Names of all persons under 18 and other adults who will occupy the unit without signing the lease. Continue on separate page if more than three.
Email address:	Name: Relationship:
Name of apartment where you now live:	Sex: DL or govt. ID card # and state:
Current owner or manager's name:	Birthdate: Social Security #:
Their phone: Date moved in:	Name: Relationship:
Why are you leaving your current residence?	Sex: DL or govt. ID card # and state:
	Birthdate: Social Security #:
Previous home address (most recent):	Name: Relationship:
Apt. #:	Sex:DL or govt. ID card # and state:
City/State/Zip:	Birthdate: Social Security #:
Apartment name:	
Name of above owner or manager:	YOUR VEHICLES List all vehicles owned or operated by you, your spouse, or any occupants (including cars, trucks, motorcycles, trailers, etc.). Continue on separate page if more than three.
Their phone: Previous monthly rent: \$	Make, model and color:
Date you moved in: Date you moved out:	Year: License #: State:
YOUR WORK Present employer:	Make, model and color:
Address:	Year: License #: State:
	Make, model and color:
City/State/Zip:	Year: State:
	Year: License #: State:
Work phone: () Position:	WHY YOU RENTED HERE   Were you referred? ☐ Yes ☐ No. If yes, by whom:
Work phone: ()	WHY YOU RENTED HERE
Work phone: () Position: Your gross monthly income is over: \$  Date you began this job:	WHY YOU RENTED HERE  Were you referred? □ Yes □ No. <i>If yes, by whom:</i> Name of locator or rental agency:  Name of individual locator or agent:
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Work phone: () Position: Your gross monthly income is over: \$  Date you began this job: Supervisor's name and phone:	WHY YOU RENTED HERE  Were you referred? □ Yes □ No. If yes, by whom:  Name of locator or rental agency:  Name of individual locator or agent:  Name of friend or other person:  Did you find us on your own? □ Yes □ No If yes, fill in information below:
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Work phone: () Position: Your gross monthly income is over: \$  Date you began this job: Supervisor's name and phone:  Previous employer (most recent): Address: City/State/Zip: Work phone: () Position: Gross monthly income was over: \$  Dates you began and ended this job: Previous supervisor's name and phone:  YOUR CREDIT HISTORY Your bank's name, city, state:	WHY YOU RENTED HERE
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Work phone: (	WHY YOU RENTED HERE
Work phone: () Position: Your gross monthly income is over: \$  Date you began this job: Supervisor's name and phone:  Previous employer (most recent): Address: City/State/Zip: Work phone: () Position: Gross monthly income was over: \$  Dates you began and ended this job: Previous supervisor's name and phone:  YOUR CREDIT HISTORY Your bank's name, city, state:  List major credit cards: Other non-work income you want considered. Please explain:  Past credit problems you want to explain. (Use separate page.)  YOUR RENTAL/CRIMINAL HISTORY You must check if applicable. Have you, your spouse, or any occupant listed in this Application ever: □ been evicted or asked to move out? □ moved out of a dwelling before the end of the lease term without the owner's consent? □ declared bankruptcy? □ been sued for rent? □ been sued for property damage? □ been charged, detained, or arrested for a felony or sex crime that was resolved by conviction, probation, deferred adjudication, court-ordered community supervision, or pretrial diversion? □ been charged, detained, or arrested for a felony or sex-related crime that has not been resolved by any method? Please indicate below the year, location and type of each felony and sex crime other than those resolved by dismissal or acquittal. We may need to discuss more facts	WHY YOU RENTED HERE  Were you referred? □ Yes □ No. If yes, by whom:  Name of locator or rental agency:  Name of individual locator or agent:  Name of friend or other person:  Did you find us on your own? □ Yes □ No If yes, fill in information below: □ Internet site: □ Rental publication: □ Newspaper (name): □ Other:  EMERGENCY  Emergency contact person over 18, who will not be living with you:  Name:  Address:  City/State/Zip:  Work phone: (□) Relationship:  If you die or are seriously ill, missing, or incarcerated according to an affidavit of [check one or more] □ the above person, □ your spouse, or □ your parent or child, we may allow such person(s) to enter your dwelling to remove all contents, as well as your property in the mailbox, storerooms, and common areas. If no box is checked, any of the above are authorized at our option. If you are seriously ill or injured, you authorize us to call EMS or send for an ambulance at your expense. We're not legally obligated to do so.  AUTHORIZATION  I or we authorize (owner's name)  6040 Belpree Road LLC  to: (1) share the above information with owner's electric provider, and (2) verify, by all available means, the above, including reports from consumer reporting agencies before, during and after tenancy on matters relating to my lease, and income history and other information reported by employer(s) to any state employment security agency (e.g., Texas Workforce Commission). Work history information may be used only for this Rental Application. Authority to obtain

Contemplated Lease Contract Information To be filled in only if the Lease Contract is not signed by resident(s) at time of application for rental. The TAA Lease Contract to be used must be the latest version of (check one): 20 the Apartment Lease, uthe Residential Lease, or the Condominium/Townhome Lease, unless an earlier version is initialed by resident(s) and attached to this Application. The blanks in the contract will contain the following information: · Names of all residents who will sign Lease Contract • Late charges due if rent is not paid on or before \_\_\_\_ 3rd • Returned-check charge \$ 35.00 Name of Owner/Lessor \_\_\_\_ 6040 Belpree Road LLC Animal violation charges: Initial \$ 100.00 ; Daily \$ \_ 10.00 Check if the dwelling is to be furnished; Utilities/Services paid by owner (*check all that apply*): □ electricity, □ gas,
 □ water, □ wastewater, □ trash/recycling, □ cable/satellite, Property name and type of dwelling (bedrooms and baths) ☐ master antenna, ☐ Internet, ☐ stormwater/drainage, Complete street address 6040 Belpree Road City/State/Zip Amarillo, TX 79106 lacksquare other  $\_$ • Utility connection charge \$ \_\_\_ Names of all other occupants not signing Lease Contract (persons under age You are (check one):
 required to buy insurance or not required to buy insurance; 18, relatives, friends, etc.) • Agreed reletting charge \$\_ • Security deposit refund check will be by : (check one) • Total number of residents and occupants ☐ one check jointly payable to all residents (default), OR☐ one check payable and mailed to \_\_\_\_\_ Our consent necessary for guests staying longer than \_ days; • Beginning date and ending date of Lease Contract Your move-out notice will terminate Lease Contract on (check one): ☐ last day of month, or ☐ exact day designated in move-out notice; • Number of days notice for termination • Total security deposit \$\_\_\_\_0.00\_\_\_; Animal deposit \$\_\_\_250.00\_\_; # of keys/access devices for 2 unit, 2 mailbox, 2 other Entry • Total monthly rent for dwelling unit \$ • Rent to be paid:  $\mbox{\em M}$  at the onsite manager's office;  $\mbox{\em \Box}$  through our online of each repair. payment site; X at 6040 Belpree Special provisions regarding parking, storage, etc. (see attached page, if • Prorated rent for: ■ first month or □ second month \$ necessary): **Application Agreement Lease Contract Information.** The Lease Contract contemplated by the parties is attached--or, if no Lease Contract is attached, the Lease Contract will be the current TAA Lease Contract noted above. Special information Completed Application. An Application will not be considered "completed" and will not be processed until all of the following have been provided to us ( $unless\ checked$ ):  $\square$  a separate Application has been fully provided to us (unless checked): □ a separate Application has been fully filled out and signed by you and each co-applicant; □ an application fee has been paid to us; □ an application deposit has been paid to us. If no item is checked, all are necessary for the Application to be considered completed.

9. Nonapproval in Seven Days. We will notify you whether you've been approved within seven days after the date we receive a completed Application. Your Application will be considered "disapproved" if we fail to notify you of your approval within seven days after we have received a completed Application. Notification may be in person or by mail or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval.

10. Refund after Nonapproval. If you or any co-applicant is disapproved or deemed disapproved under paragraph 9, we'll refund all application deposits within \_\_\_\_\_\_ days (not to exceed 30 days; 30 days if left blank) of such disapproval. Refund checks may be made payable to all co-applicants and mailed to one applicant.

11. Extension of Deadlines. If the deadline for signing, approving, or refunding under paragraphs 6, 9, or 10 falls on a Saturday, Sunday, or a state or federal holiday, the deadline will be extended to the end of the next business day.

12. Notice to or from Co-applicants. Any notice we give you or your coand conditions must be explicitly noted on an attached Lease Contract or in the Contemplated Lease Information above. Application Fee (may or may not be refundable). You have delivered to our representative an application fee in the amount indicated in paragraph 14 below, and this payment partially defrays the cost of administrative paperwork. Application Deposit (may or may not be refundable). In addition to any application fee, you have delivered to our representative an application deposit in the amount indicated in paragraph 14. The application deposit is not a security deposit. However, it will be credited toward the required security deposit when the Lease Contract has been signed by all parties; OR it will be refunded under paragraph 10 if you are not approved; OR it will be refunded under paragraph 10 if you are not approved; OR it will be retained by us as liquidated damages if you fail to sign or attempt to withdraw under paragraph 6 or 7, or fail to answer any question or give false information.

Approval When Lease Contract Is Signed in Advance. If you and all co-applicants have already signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of our approval, sign the Lease Contract, and then credit the application deposit of all applicants toward the required security deposit.

Approval When Lease Contract Isn't Yet Signed. If you and all co-applicants have not signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of the approval, sign the Lease Contract when you and all co-applicants toward the required security deposit.

If You Fail to Sign Lease After Approval. Unless we authorize otherwise in writing you and all colapplicants must sign the Lease Contract within 3 Application Fee (may or may not be refundable). You have delivered to our applicants toward the required security deposit.

If You Fail to Sign Lease After Approval. Unless we authorize otherwise in writing, you and all co-applicants must sign the Lease Contract within 3 days after we give you our approval in person, by telephone or by email, or within 5 days after we mail you our approval. If you or any co-applicant fails to sign as required, we may keep the application deposit as liquidated damages, and terminate all further obligations under this Agreement.

If You Withdraw Before Approval. You and any co-applicants may not withdraw your Application or the application deposit. If, before signing the Lease Contract, you or any co-applicant withdraws an Application or notifies us that you've changed your mind about renting the dwelling unit, we'll be entitled to retain all application deposits as liquidated damages, and the parties will then have no further obligation to each other. Application deposit (may or may not be refundable): \$\_Administrative fee (refundable only if not approved): \$ Total amount of money we've received to this date: \$
Signature. Our representative's signature indicates our acceptance only of the above application agreement. It does not bind us to accept applicant or to sign the proposed Lease Contract. Total of above fees and application deposit: \$ If you are seriously ill or injured, what doctor may we notify? (We are not responsible for providing medical information to doctors or emergency personnel.) Important medical information in emergency: Acknowledgment. You declare that all your statements on the first page of this Application are true and complete. You authorize us to verify same through any means, including consumer reporting agencies and other rental housing owners. You acknowledge that you had an opportunity to review our rental selection criteria, which include reasons your application may be denied, such as criminal history, credit history, current income, and rental history. You understand that if you do not meet our rental selection criteria or if you fail to answer any question or give false information, we may reject the application, retain all application fees, administrative fees, and deposits as liquidated damages for our time and expense, and terminate your right of occupancy. Giving false information is a serious criminal offense. In lawsuits relating to the application or Lease Contract, the prevailing party may recover from the non-prevailing party all attorney's fees and litigation costs. We may at any time furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, the rules, and financial obligations. Fax or electronic signatures are legally binding. You acknowledge that our privacy policy is available to you. Right to Review the Lease. Before you submit an application or pay any fees or deposits, you have the right to review the Rental Application and Lease Contract, as well as any community rules or policies we have. You may also consult an attorney. These documents are binding legal documents when signed. We will not take a particular dwelling off the market until we receive a completed application and any other required information or monies to rent that dwelling. Additional provisions or changes may be made in the Lease Contract if agreed to in writing by all parties. You are entitled to an original of the Lease Contract after it is fully signed. Applicant's Signature: Date: Signature of Spouse: Date: Signature of Owner's Representative: FOR OFFICE USE ONLY Apt. name or dwelling address (street, city): 6040 Belpree Road LLC Unit # or type:\_ Phone: (\_\_\_\_\_ Phone: (\_\_\_\_\_ Person accepting application:

Person processing application: Phone: Phone

Name of person(s) who were notified (at least one applicant must be notified if multiple applicants): Name of owner's representative who notified above person(s):

(Deadline for applicant and all co-applicants to sign lease is three days after notification of acceptance in person or by telephone, five days if by mail.)

4.

## **Canterbury Apartments**

2027 S. Austin Street Amarillo, TX 79109

Phone: (806) 355-5551 Fax: (806) 358-1658 Email: Canterbury 11@suddenlinkmail.com www.LiveAtCanterbury.com

**Rental Qualification Policies** 

Application Fee

Single-\$45.00 per applicant. Married-\$50.00 per married couple.

**Administration Fee** 

A one-time administration fee of \$75 is due upon move-in.

**Standard Deposit** 

Deposits are as follows: One bedroom \$150; Two bedrooms \$250. Deposit amounts may be increased with credit or rental history conditions. The deposit is due in full within 24 hours of approval to hold the apartment.

Age

Applicant must be eighteen (18) years of age to sign a lease contract.

Application

Each person, eighteen years of age or older, must fill out an application without omissions or falsifications. Married couples may complete one application.

Lease Term

Minimum lease term is six (6) full months, maximum lease term twelve (12) full months. Lease term offers are subject to change. In some cases we will allow a three (3) month lease term at market rate with an upcharge of \$100 per month.

Income Verification

Must have six (6) consecutive months of verifiable employment history within the last twelve (12) months. Current monthly gross income must be a minimum of three (3) times the monthly rent. Check stubs for proof of income are required for all applications. Income, other than from a salary or wages, must be in writing and verifiable from a government agency, company, disability, or pension fund, may be required to be notarized.

Minimum gross monthly salary: 1x1 Downstairs = \$1,755, 1x1 Upstairs = \$1,815, 2x1 Downstairs = \$2,055,

2x1 Upstairs = \$2,115. \*Prices are subject to change\*

**Credit Evaluation** 

Canterbury Apartments use an expert credit scoring system to evaluate your consumer credit report. Credit scoring is based on real-time data, expert analysis, and statistics, which analyzes all applications objectively. Credit scoring will evaluate and analyze your consumer credit report to determine your credit performance. If your application is accepted you will be required to pay the standard deposit amount. If you application is accepted with conditions you may be required to pay additional deposits. An unsatisfactory credit history can disqualify an applicant from renting an apartment home at this community.

If an applicant is rejected for poor credit history, the applicant will be given the name, address, and telephone number of the credit reporting agency that proved the credit information, as required by the FCRA. No credit information will be released from management. An application rejected for unsatisfactory credit is encouraged to obtain a copy of their credit report from the credit reporting agency, correct any erroneous information and resubmit an application to this community. Credit history must not have any judgements, foreclosures or repossessions within the last twelve (12) months.

Identification Terms-Visa/Government ID

Applicant must prove identification and documentation from the Social Security Administration that verifies SSN, as well as a photo ID issued by a government agency. If an applicant is unable to provide identification, the application decision will be a declined. Qualify under the terms of the Statement of Rental Policy, applicants from countries other than the United States who do not have a social security number may be required to meet the following criteria: Form 1-551 Permanent Resident Card; From I-688 Temporary Resident Card; From I-94 Arrival/Departure Record or From I-688A Employment Authorization Card(All of the above forms include phots and fingerprints). A valid passport showing notary seals. Expired passports shall result in an automatic decline.

**Rental History** 

Positive rental history is required for approval of a rental application. If an applicant owes another land lord or utility company, balance but must paid in full before the application is approved. Negative rental history will result in an applicant being declined.

Student Policy

Only verifiable full-time students may provide a qualified guarantor. Student guarantors must make five (5) times the monthly rent and meet the above credit requirements. No other guarantors are allowed.

**Assets Policy** 

Accept, provided application supplies proof of assets (i.e. bank statements, mutual fund account statements) greater than 2 years rent.

**Criminal History Policy** 

A criminal background check will be conducted for each applicant.

The application will be rejected for any of the following reported criminal related reasons that have occurred prior to the application date: Felony conviction, drug related conviction, prostitution conviction, sex crime related conviction, misdemeanor conviction involving crime against person or property, active status on probation or parole resulting from any of the above, and any of the above related charges resulting in "Adjudication Withheld" and/or "Deferred Adjudication." Any applicant whose criminal history cannot be verified will be automatically declined.

Our decisions are based on the information provided by the third party verification service at the time of application. We are not responsible for inaccurate information obtained.

Occupancy Policy

Two adults per bedroom. People over the age of twelve (12) months old will be included in the occupancy number for the apartment. One additional occupant will be allowed in a unit if the additional occupant is less than one year of age at the beginning date of the lease agreement. You will be required to transfer to a larger unit after the additional occupant is one year old and the current lease has expired or reverted to month-to-month status.

Fair Housing

FAIR HOUSING: We will show, qualify, refer and lease to a prospect in accordance with Federal Fair Housing Laws. We do not discriminate against any person because of race, color, religion, sex, national origin, familial status or disability.

## Crime Questionnaire

## **Addendum to Rental Application**

Have you or ANYONE who will be residing with you EVER:

Management Signature:

Been convicted of any crime? ( ) Yes ( ) No Been placed on probation or parole? ( ) Yes ( ) No Been registered as a sex offender? ( ) Yes ( ) No Been in a gang, or are you currently a member of a gang? ( ) Yes ( ) No Been involved in, or are you currently involved in any illegal activity? ( ) Yes ( ) No Been evicted or had a forcible detainer filed against you? ( ) Yes ( ) No Been a petitioner in a case at bankruptcy court? ( ) Yes ( ) No Had a warrant, or do you currently have a warrant for your arrest? ( ) Yes ( ) No Moved to avoid eviction or because of problems with a tenant or landlord? ( ) Yes ( ) No Please explain all "YES" answers in detail. (What happened, when, where, and the results.) By signing below, I certify that the above information is true and accurate to the best of my knowledge and understand that false representation on this addendum could result in eviction from the community. Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_

Date: \_\_\_\_\_