

**Application for Residency
Copperwood Apartments
Phone: (775) 753-0946, Fax: (775)753-3700
Email: copperwoodmanager@gmail.com**

Applicant Name _____		
Date of Birth _____	Last _____ First _____ MI _____	SSN _____
Phone # _____	Driver's License # _____	
Occupation _____	Annual Gross Income _____ State _____ Number _____	
Spouse Name _____		
Date of Birth _____	Last _____ First _____ MI _____	Phone# _____
SSN _____		

VEHICLES:	TYPE	YEAR	COLOR	MAKE	STATE	LICENSE PLATE #
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

LIST ALL PARTIES WHO WILL RESIDE IN APARTMENT ON A PERMANENT BASIS:

Name: _____ Relationship to Applicant _____ Age _____
 Name: _____ Relationship to Applicant _____ Age _____
 Name: _____ Relationship to Applicant _____ Age _____
 Name: _____ Relationship to Applicant _____ Age _____

CURRENT ADDRESS: (IF STATIONED OVERSEAS, PLEASE LIST PRIOR ADDRESS – NO PO BOXES)

Street: _____ Apartment Number: _____
 City: _____ State: _____ Zip: _____
 Rent/Own/Live with Parents? (Please Circle One) From: _____ To: _____ Monthly Rent: _____
 Landlord/Lender: _____ Landlord/Phone #: _____

PREVIOUS ADDRESS: (IF YOU HAVE LIVED AT YOUR CURRENT ADDRESS LESS THAN 2 YEARS)

Street: _____ Apartment Number: _____
 City: _____ State: _____ Zip: _____
 Rent/Own/Live with Parents? (Please Circle One) From: _____ To: _____ Monthly Rent: _____
 Landlord/Lender: _____ Landlord/Phone #: _____

CURRENT EMPLOYER:

Name: _____ Phone #: _____
 Employment Start Date: _____ Position: _____
 Supervisor Name: _____ Supervisor Phone #: _____ Annual Salary: _____

SPOUSE OR ROOMMATE EMPLOYER:

Name: _____ Phone #: _____
 Employment Start Date: _____ Position: _____
 Supervisor Name: _____ Supervisor Phone #: _____ Annual Salary: _____

OTHER INCOME: (I.E. SOCIAL SECURITY, CHILD SUPPORT)

Type of Income: _____ Source: _____ Amount per Month: _____
 Type of Income: _____ Source: _____ Amount per Month: _____

EMERGENCY CONTACT: (NOT LIVING WITH YOU)

Name: _____ Relationship: _____ Phone #: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Name: _____ Relationship: _____ Phone #: _____
 Address: _____ City: _____ State: _____ Zip: _____

HOW DID YOU HEAR ABOUT OUR PROPERTY? _____

EMAIL ADDRESS: _____

EXPECTED MOVE IN DATE? _____ APT SIZE? 1BDRM 2 BDRM 3 BDRM

OTHER NEEDS _____

The Civil Rights Act of 1968, as amended by the Fair Housing Amendments Act of 1988, prohibits discrimination in the rental of housing based on race, color, religion, sex, handicap, familial status or national origin. The Federal Agency, which administers compliance with this law, is the Department of Housing and Urban Development.

This is to inform you that as part of our procedure for processing your application, an Investigative Consumer Report may be prepared whereby information obtained through personal interviews with your landlord, employer, or others with whom you are acquainted. This inquiry includes information as to your character, general reputation, mode of living, and credit report. You have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation. (Fair Credit Reporting Act). Family employee/landlord relationships may not be considered verifiable income sources or favorable landlord sources for the purposes of processing this application. I/We hereby agree, in the event of the approval of this application, to execute a lease in accordance with the terms set forth in this rental application and my/our rental liability shall commence during _____, 2014, pursuant to the terms of the lease. That if I/We fail to sign the lease and/or pay agreed rental, security deposit, utility fees, or other required charges as shown below on this application the \$250 holding fees accompanying this application shall be retained by landlord as liquidated damages and I/We also do not believe the loss of this holding fee is an unfair trade practice if I/We fail to perform as stated above after approval. I/We understand that the holding fees accompanying this application are non-refundable after three (3) days. Owner and/or agent for the owner reserve the right to reject this application and to refuse possession of the accommodation mentioned below. I/We understand that any fees charged for running this application are non-refundable once this application has been run and a moving date has been determined. I/We have read the foregoing; certify that the information herein is TRUE and CORRECT, that this application is submitted for the purpose of inducing approval of this application in my/our behalf. Any "yes" or "no" question unanswered shall be considered a "yes."

HAVE YOU EVER BEEN CONVICTED OF OR PLED GUILTY OR "NO CONTEST" TO ANY FELONY?

YES [] NO []

HAVE YOU EVER BEEN CONVICTED OF OR PLED GUILTY OF "NO CONTEST" TO A SEXUAL OFFENSE?

YES [] NO []

IF YES, PLEASE EXPLAIN, PROVIDING THE LOCATION, DATE AND NATURE OF THE OFFENSE: _____

BY SIGNING THIS APPLICATION, YOU DECLARE THAT ALL OF YOUR RESPONSES ARE TRUE AND COMPLETE AND AUTHORIZE AGENT OF THE LESSOR TO VERIFY THIS INFORMATION, REFERENCES, AND CREDIT RECORDS, AND PERFORM A CRIMINAL BACKGROUND CHECK. ANY FALSE STATEMENT ON THIS APPLICATION CAN LEAD TO REJECTION OF YOUR APPLICATION OR IMMEDIATE TERMINATION OF YOUR LEASE.

SIGNATURE

PRINTED NAME

DATE

SIGNATURE

PRINTED NAME

DATE

We will need the documents listed below to process your application failure to include them will cause delay of processing application.

***Please fill out all information completely as failure to do so may delay processing.**

*** Proof of Income listed is required upon submission of application. (I.E. Pay stubs, bank statements, tax returns, etc.)**

*** Need copy of your Driver License & Social Security card**

***There is an application fee of \$45 per person 18 and over that is non-refundable. To be paid in (MONEY ORDER ONLY) NO CASH WILL BE ACCEPT AT COPPERWOOD APARTMENTS AT ANY TIME.**

TO BE FILLED OUT BY A MEMBER OF THE OFFICE STAFF

Apartment Number: _____ Rent: _____ Other Charges: _____

Expected Move in Date: _____ Floor Desired: _____

Apartment Size: _____ Security Deposit: _____ Other Deposit: _____

Number of Occupant: _____ Lease Term: _____

RENTAL SELECTION CRITERIA



Copperwood Apartments

Effective November 7, 2011

A separate rental application must be processed on all prospective residents 18 years of age or older, and an application fee paid for each applicant. A valid form of legal identification is required at the time of application and move-in. All prospective residents will be qualified on the following criteria.

CREDIT HISTORY – A credit report will be pulled using AmRent’s software. The software takes into account your FICO score and, based on your rental history, assigns you a RentWise score. A RentWise score of 803 or higher must be obtained for the approval process to continue. If applicant takes exception with the findings, he or she is responsible for contacting the credit bureau and AmRent.

INCOME – When the monthly rental amount is divided by the applicant’s verifiable source of income, 2 ½ times the rent. Family relationships may not be considered verifiable as a source for income verification. Applicant without verifiable income will be denied. If retired or unemployed, applicant must provide other sources of verifiable regular monthly income (i.e. investments, trust funds, child support, alimony, etc.) that satisfy the rent to income ratio for the entire lease term.

EMPLOYMENT – When applying, it is the obligation of the applicant to provide proof of employment through a copy of the two (2) most recent pay stubs, the prior year’s W-2, a job offer letter stating the start date and salary on company letterhead; or if self-employed, the previous year’s tax return. Employer pay stubs must be printed with a company name and address. All deductions must be identified according to the state and federal laws. Students must provide documentation of full-time student status (12 credit hours). If income cannot be verified, a co-signer or additional deposit will be required.

RENTAL HISTORY – Applicants must provide at least six (6) months of verifiable rental and/or payment history within the last 2 years from a landlord, apartment community or mortgage company. Acceptable rental payment history would include no more than three (3) late payments or returned checks per year of residency. Reference information from family members or friends will not be considered.

CONDITIONAL APPROVAL – An additional deposit equal to one month’s rent or co-signer will be required if the AmRent score is between 707 and 802 or criteria from the aforementioned items have not been met, or have only been partially met. All adverse action requirements will be combined when reviewing multiple applications. In the event a co-signer is required, he/she must complete an *Application for Residency* and meet all of the rental selection criteria. A co-signer will be fully responsible for the *Lease Agreement* if the occupying resident is in default.

CRIMINAL BACKGROUND CHECK – A criminal background check obtained from AmRent will be used as part of the qualifying criteria at this community.

CORPORATE LEASES – An application can be submitted in the name of a company as long as the business entity has a valid FEIN that is verifiable by the Secretary of State. A credit report will be accessed to determine the company’s ability to make timely payments of rent. The company must provide a minimum of three (3) trade references that will be verified. A larger application fee or additional deposit may be required.

AUTOMATIC DENIAL FOR RESIDENCY – An applicant will automatically be denied for the following reasons:

- Falsification of any information on the rental application.
- AmRent score of 706 or lower.
- Having been evicted by a previous landlord for cause.
- Any unresolved debts to a landlord or mortgage holder.
- Rental applicants who have charges against them for one or more criminal offenses involving violence, sexual offenses, drug-related activity, injury to persons or damage to property, including, without limitation, homicide, battery and assault, sexual assault, possession or sale of illegal substance, burglary or theft, illegal possession or sale of weapons.
- Rental applicants who have been convicted, plead guilty or plead “no contest” to one or more of the aforementioned criminal offenses.
- Rental applications who have had one or more of such criminal offenses disposed of other than by an acquittal.

OCCUPANCY STANDARDS – The maximum number of occupants per apartment are no more than 2 persons per bedroom. This community does not discriminate on the basis of race, color, sex, religion, handicap, familial status, sexual orientation or national origin. I/We have read the standards above and understand the criteria from which the application(s) will be approved or denied.

Applicant Signature/Date

Applicant Signature/Date

Applicant Signature/Date

Applicant Signature/Date



Applicant(s) must receive a copy of this document