

Please PRINT dark and clearly in blue or black ink. One person per application. Both sides of this application must be completed. Lease Holder(s) must be 18 years of age or older. All occupants 18 years of age or older will be required to complete an application. If the legal age of majority (the age at which an individual has the full legal right to make all decisions for him/herself, based on state law) for any particular state is less than or greater than the age of 18 – that ages shall prevail and be accepted.



TYPE OF APPLICATION: Lease Holder Guarantor Occupant APPLICATION # _____ OF _____

Your Information:

Full legal name (exactly as on driver's license or govt. ID card) _____
 Your street address (as shown on your driver's license or govt ID card) _____

 Driver's License # & state _____
 OR govt photo ID card: _____
 Former last names (Maiden and married) _____
 Your Social Security #: _____
 Birthdate: _____ Height: _____ Weight: _____
 Sex: _____ Eye Color: _____ Hair Color: _____

Current Address (where you live now):

Address: _____ Apt # _____
 City / Stats / Zip: _____
 Home # _____ Cell #: _____
 E-mail Address: _____
 Name of Community: _____
 Landlord's Name: _____
 Landlord's Phone: _____ Move-in Date _____
 Monthly Rent: _____ Do you rent this residence? _____
 Is your name on lease? _____
 Have you given written notice to leave? _____ If yes, on what date: _____

Previous Address:

Address: _____ Apt # _____
 City / Stats / Zip: _____
 Home # _____ Cell #: _____
 E-mail Address: _____
 Name of Community: _____
 Landlord's Name: _____
 Landlord's Phone: _____ Move-in Date _____
 Monthly Rent: _____ Move-Out Date _____
 Do you rent this residence? _____ Is your name on lease? _____
 Did you given written notice to leave? _____ If yes, on what date: _____

Your Current Employment:

Name of Employer _____
 Your Position: _____
 Address: _____
 City / Stats / Zip: _____
 Your State Date: _____ Work Phone: _____
 Supervisor Name: _____ Supervisor Phone: _____
 Compensation: Hourly Rate: _____ Average Hours Worked per week: _____
 Annual Rate: _____ **PLEASE LIST ALL INCOME AS GROSS OR BEFORE TAX INCOME**
 Employment Status: Permanent _____ Temporary _____
 Salaried _____ Hourly _____
 Full Time _____ Part Time _____

Your Previous Employment:

Name of Employer _____
 Your Position: _____
 Address: _____
 City / Stats / Zip: _____
 Your State Date: _____ Work Phone: _____
 Supervisor Name: _____ Supervisor Phone: _____
 Compensation: Hourly Rate: _____ Average Hours Worked per week: _____
 Annual Rate: _____ **PLEASE LIST ALL INCOME AS GROSS OR BEFORE TAX INCOME**

Other Occupants:

List the legal names and ages and date of birth for ALL other people who will occupy this apartment. All occupants 18 years of age or older will be required to complete an application. If the legal age of majority (the age at which an individual has the full legal right to make all decisions for him/herself, based on state law) for any particular state is less than or greater than the age of 18 – that ages shall prevail and be accepted

| Name: | Age / Date or Birth | Sex | Relationship | Social Security Number | DL or govt. ID Card # state |
|-------|---------------------|-----|--------------|------------------------|-----------------------------|
| | | | | | |
| | | | | | |
| | | | | | |

Your Vehicle:

Make: _____ Model: _____
 Color: _____ Year: _____
 License Plate Number & State: _____

Your Credit History:

Your Bank's name, city & state: _____
 List major credit cards: _____
 Other non-work income you want considered. Please explain: _____

Your Rental / Criminal History --> Have you or any occupant listed in this Application ever:

Table with 3 columns: Question, Yes, No. Rows include: Been evicted?, asked to move out?, broken a rental agreement or lease?, owe another apartment community or mortgage company?, moved out of a dwelling before the end of the lease term without the owner's consent?, been sued for non-payment of rent?, been sued for damage to a rental unit?, declared bankruptcy?, been charged, detained, or arrested for any 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?, been charged, detained, or arrested for any crime that was resolved by conviction, probation, deferred adjudication, court-ordered community supervision or pretrial diversion?, been charged, detained, or arrested for any crime that has not been resolved by any method?

Please indicate below the year, location and type of any crime than those resolved by dismissal or acquittal. We may need to discuss more facts before making a decision.

Your Pet:

Will you or any occupant have an animal? Yes No Is it a service animal? Yes No
Kind: _____ Weight: _____
Breed: _____ Age: _____
Name: _____

Why you rented here?

Were you referred? Yes No If yes, by whom? Did you find us on your own?
Name of Locator or rental agency? _____ Internet Site _____
Name of friend or other person: _____ Rental Publication _____
Newspaper _____
Stopped by _____

Emergency: Emergency Contact person over 18, who will not be living with you?

Name: _____
Address: _____ Apt # _____
City / Stats / Zip: _____
Home # _____ Cell #: _____
Work # _____ Relationship: _____
E-mail Address: _____

If you die or are seriously ill, missing or incarcerated according to an affidavit of (check one) ___ the above person ___ your spouse ___ your present ___ your 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 an ambulance at your expense. We're not legally obligated to do so.

FOR OFFICE USE ONLY:

Names of all residents will sign Lease Contract: _____
Names of all occupants not signing the Lease Contract: _____

Total number of residents and occupants: _____
Our consent necessary for guest staying longer than 7 days: _____
Scheduled Move-In Date: _____
Lease Term: _____
Number of days notice for termination: _____
Total Security deposit: _____
Animal Deposit: _____
of keys / access devices for _____ unit; _____ mailbox; _____ other _____
Total monthly rent for dwelling unit: _____
Rent to be paid: _____ at onsite manger's office; _____ through our online payment site
Prorated rent for: _____ first month or _____ second month: \$ _____
Rent is due on the 1st of the month and is legally late on the 2nd of month.
Late Charges due if rent not paid on or before: _____
Initial Late Charge: _____
Daily Late Charge: _____
Returned Check-Charge: _____
Animal violation charges: Initial: _____
Animal Violation Charges: Daily Charge: _____
Utilities to be paid by resident: _____ Electricity; _____ Gas; _____ Water;
_____ WasteWater; _____ Trash; _____ Cable TV; _____ Internet;
_____ Other Utilities: _____
Utility Connection Fee: _____

Renter's Insurance --> You are required to buy insurance
Security Deposit refund check will be: One check jointly payable to all residents
Expiration of Lease Contract --> Your move-out notice will terminate Lease Contract on: exact date
Move-Out Notice: designated in your notice as long as it complies with provisions of Lease Contract.
Specials or Concessions Granted: _____
Terms of Specials or Concessions Granted: _____
Special Provisions: _____



APPLICATION AGREEMENT:

(1) Application Fee (may or may not refundable) - You have delivered to our representative an application in the amount indicated in paragraph ___ below, and this payment partially defrays the cost of administrative paperwork.

(2) Application Deposit (may or may not refundable) - In addition to any application fee, you have delivered to our representative an application deposit in the amount indicated in paragraph 11. 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 7 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 3 or 4, or fail to any question or give false information.

(3) 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 or by telephone or with 5 days after we mail you our approval. If you or any co-applicants fails to sign as required, we may keep the application deposit as liquidated damages, and terminate all further obligations under this agreement.

(4) If You Withdraw Before Approval - You and any coapplicants may not withdraw your Application or the application deposit. If you any co-applicants withdraw application, we'll be entitled to retain all application fees and application deposits as liquidated damages and the parties will then have no further obligation to each other.

(5) Completed Application - An Application will not considered "completed" and will not processed until all of the following have been provided to us: 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 use.

(6) 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.

(7) Refund after Nonapproval - If you or any co-applicant is deemed disapproved under paragraph 9, we'll refund all application deposits within 30 days of such disapproval. Refund checks may be made payable to all co-applicants and mailed to one applicant.

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

(9) Notice to or from co-applicants - Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.

(10) Keys or Access Devices - We'll furnish keys and/or access devices only after (1) all parties have signed the Lease Contract and other lease documents; and (2) all applicable rents and security deposits have been paid in full; and (3) you have provided proof that Utility Service is in your or your co-applicants name.

(11) Receipt -

| | | |
|--|-------|----------------------|
| Application fee (may or may not refundable) | _____ | |
| Application deposit (may or may not refundable) | _____ | |
| Administration Fee (may or may not refundable) | _____ | |
| Total of above fees and application deposit | _____ | |
| Total amount of money we've received to this date: | _____ | Date received: _____ |
| Total Amount fees due prior to application being accepted: | _____ | |

(12) Signature - Our representative's signature indicates our acceptance only of the above application agreement. It does not bind us to accept applicant to sign the Lease Contract.

If you are seriously ill or injured, what doctor may we notify? (We are not responsible for providing medical information to doctors to emergency personnel).

Name: _____ Phone: _____
 Important Medical information in emergency: _____

ACKNOWLEDGEMENT:

You declare that all your statements on the Rental 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 includes 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 Leaes Contrac the prevailing party may recover from the non-prevailing party all attorney's fees and litigation costs. We may at any time furnish ifnformation to consumer reproting 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.

I understand and agree that by signing this application it authorizes management to remove this rental unit from the market. I am legally obligated for the rental unit. I understand that my application will be approved or denied within 72 hours. If I should cancel this application, anytime after the initial 72 hours, I understand that the ENTIRE deposit will be retained as termination charges. Any right of rescission shall be covered in the jurisdiction in which this application was signed.

Right to Review 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 any particular dwelling off the market until we receive a completed application and any other other required information or monies to rent that dwelling. Additional provisions or changes may be made int he Lease Contract if agreed to in writing by all parties. You are entitled to an original Lease Contract after is is fully signed.

Lexington Asset Management does not discriminate on the basis of race, color, religion, sex, national origin, ancestry, handicap, marital or familial status, sexual orientation, or age.

Applicant Signature: _____ Date Signed _____

Signature of Owner's Representative: _____ Date Signed _____

