



## APPLICATION

Name \_\_\_\_\_  
First MI Last

Gender M / F (Please circle one)

Current Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

How long have you lived at this residence? \_\_\_\_\_

Do you Rent or Own (please circle one) If Not Applicable please explain \_\_\_\_\_

Rent or Mortgage paid monthly \$ \_\_\_\_\_

Cell Phone (\_\_\_\_) \_\_\_\_\_ Home Phone (\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_

Marital Status: Single / Married / Divorced / Seperated

Social Security # \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Drivers License # \_\_\_\_\_ State Issued \_\_\_\_\_

Have you ever been convicted, plead guilty, no-contest, received probations, deferred adjudication, court supervision, pre-trial diversion for a felony, sex-related crime or misdemeanor assault against another person? Yes \_\_\_\_\_ No \_\_\_\_\_

## Current Employment:

Company Name: \_\_\_\_\_

Full Address : \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Job Type \_\_\_\_\_ Job Title \_\_\_\_\_ Start Date \_\_\_\_\_

Work Phone (\_\_\_\_) \_\_\_\_\_ Work E-mail \_\_\_\_\_

Est. Annual Income \$ \_\_\_\_\_ Additional Income \$ \_\_\_\_\_

Source of additional Income \_\_\_\_\_  
(over \$5000.00 must have documentation)

## Emergency Contact (This contact must not be an occupant of the apartment)

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell (\_\_\_\_) \_\_\_\_\_ Home (\_\_\_\_) \_\_\_\_\_ Work(\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_

In the event of illness, death, or other circumstances that would make you unavailable, does the emergency contact have permission to remove your property from your unit or the common areas. Yes \_\_\_\_\_ No \_\_\_\_\_

## Co-Applicant Information

Name \_\_\_\_\_  
First MI Last

Social Security # \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Drivers License # \_\_\_\_\_ State Issued \_\_\_\_\_

Cell Phone (\_\_\_\_) \_\_\_\_\_ Home Phone (\_\_\_\_) \_\_\_\_\_

## Current Employment of Co-Applicant:

Company Name: \_\_\_\_\_

Full Address : \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Work Phone (\_\_\_\_) \_\_\_\_\_ Work e-mail \_\_\_\_\_

Job Type \_\_\_\_\_ Job Title \_\_\_\_\_ Start Date \_\_\_\_\_

Est. Annual Income \$ \_\_\_\_\_ Additional Income \$ \_\_\_\_\_

Source of additional income \_\_\_\_\_

## Vehicle Information

1. Vehicle Owner \_\_\_\_\_

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_

Type (Please circle one) Car / SUV / Truck

Color \_\_\_\_\_ License Plate \_\_\_\_\_ License State \_\_\_\_\_

2. Vehicle Owner \_\_\_\_\_

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_

Vehicle Type (Please circle one) Car / SUV / Truck

Color \_\_\_\_\_ License Plate \_\_\_\_\_ License State \_\_\_\_\_

\* All Vehicles MUST be registered with the leasing office – NO EXCEPTIONS

## Pet Information

1. Pet Type \_\_\_\_\_ Breed \_\_\_\_\_ Age \_\_\_\_\_

Name \_\_\_\_\_ Color \_\_\_\_\_ Size (In Lbs) \_\_\_\_\_

2. Pet Type \_\_\_\_\_ Breed \_\_\_\_\_ Age \_\_\_\_\_

Name \_\_\_\_\_ Color \_\_\_\_\_ Size (In Lbs) \_\_\_\_\_

It is considered a breach of lease to have pets in your apartment that are not registered with the leasing office.

## Apartment Occupancy Information

Name \_\_\_\_\_ Relationship \_\_\_\_\_ DOB \_\_\_ / \_\_\_ / \_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ DOB \_\_\_ / \_\_\_ / \_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ DOB \_\_\_ / \_\_\_ / \_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ DOB \_\_\_ / \_\_\_ / \_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ DOB \_\_\_ / \_\_\_ / \_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

**Signature** (Authorization to obtain Credit and Criminal Background history)

### OFFICE USE:

Agent \_\_\_\_\_ Apt Address \_\_\_\_\_

Move In Date \_\_\_\_\_ Apartment Type \_\_\_\_\_

Rent \$ \_\_\_\_\_



## **Application Qualification Procedures & Guidelines**

Thank you for choosing The Apartments of Wildewood as your new home. Be assured that we abide by The Fair Housing Act and similar state and local laws that prohibit discrimination on the basis of race, color, religion, national origin, sex, familial status, age and/or disability. It is our goal to approve applications within 48 hours. This is dependent upon the ability to obtain and verify the information on your application as discussed below. Your assistance in providing this information will hasten the process. You will be informed verbally or in writing when your application has been approved. If we are unable to approve your application, you will be informed in writing and a reason for the denial will be provided. The following are the five areas that will be taken in consideration during the processing of your application.

### **REQUIRED DOCUMENTS**

In order to process your application you will need to provide the following:  
Photo Identification / Driver's License / Passport / Military ID / Social Security Card /  
Proof of Income.

### **INCOME**

The monthly rental rate must be less than 33% of the applicant's combined gross Household monthly income, which will need to be verified. Applicants with insufficient income must provide proof of sufficient income and savings equal to thirty-six times the monthly rent in addition to providing a security deposit equal to one month's rent. Three consecutive bank statements will be required. A co-signer will be considered if rental history and credit are acceptable. Child support and/or alimony needs to be supported by court order and/or copies of checks for the past twelve months.

### **EMPLOYMENT**

Two current pay stubs are required. In addition, employment will be verified. If an applicant is newly employed; a new hire letter is required. If you are self-employed,