



OFFICE USE ONLY:
 Community Name: _____
 Credit Retriever Transaction #: _____
 Marketing Rep.: _____

RENTAL APPLICATION – GENERAL

How did you hear about us? _____
 Please tell us your reason for leasing: _____

PLEASE COMPLETE ALL FIELDS. USE N/A IF NOT APPLICABLE.
APPLICANT INFORMATION (EACH APPLICANT MUST COMPLETE A SEPARATE APPLICATION)



APARTMENT APPLIED FOR *		NEW MAILING ADDRESS			
APPLICANT'S NAME LAST		FIRST		MIDDLE	
BIRTH DATE		SOCIAL SECURITY #		DRIVERS LICENSE # AND STATE OR OTHER GOVERNMENT-ISSUED PHOTO ID CARD # -	
EMAIL ADDRESS			BEST CONTACT PHONE NUMBER		
CURRENT ADDRESS APT #		CITY	STATE	ZIP CODE	
RENT OR OWN?	HOW LONG AT THIS ADDRESS?	MONTHLY RENT OR MORTGAGE	LANDLORD OR MORTGAGE CO.		PHONE #
PREVIOUS ADDRESS APT #		CITY	STATE	ZIP CODE	
RENT OR OWN?	HOW LONG AT THIS ADDRESS?	MONTHLY RENT OR MORTGAGE	LANDLORD OR MORTGAGE CO.		PHONE #
NAME OF PERSONS TO OCCUPY APARTMENT (ALL PERSONS AGED 18 OR OLDER WHO WILL BE RESIDING ON THE PREMISES MUST FILL OUT A SEPARATE APPLICATION.)		NAME		RELATIONSHIP	DATE OF BIRTH //
					//
					//
					//

EMPLOYMENT/INCOME INFORMATION

PRESENT EMPLOYER	POSITION	PHONE NO.	NO. OF YEARS	SALARY \$	PER
EMPLOYER ADDRESS	CITY	STATE	ZIP CODE	SUPERVISOR	
PREVIOUS EMPLOYER	POSITION	PHONE NO.	NO. OF YEARS	SALARY \$	PER

OTHER SOURCES OF INCOME INCLUDING, BUT NOT LIMITED TO, CHILD SUPPORT, SPOUSAL SUPPORT SSI/DISABILITY OR OTHER GOVERNMENTAL INCOME, RETIREMENT OR TRUST FUND INCOME, ETC. PLEASE SPECIFY SOURCE AND MONTHLY AMOUNT

BANK REFERENCES: BANK	LOCATION (BRANCH)	CHECKING ACCOUNT NO.	SAVINGS ACCOUNT NO.
ADDITIONAL INCOME - DESCRIBE SOURCE AND HOW TO VERIFY		INCOME \$	PER

PERSONAL

# VEHICLES PARKED ON COMMUNITY:	VEHICLE - MAKE/MODEL (1)	LICENSE NO.	STATE	COLOR	YEAR
	VEHICLE - MAKE/MODEL (2)	LICENSE NO.	STATE	COLOR	YEAR
	VEHICLE MAKE/MODEL (3)	LICENSE NO.	STATE	COLOR	YEAR
IN CASE OF EMERGENCY, CONTACT:	RELATIONSHIP	ADDRESS		PHONE NO.	
BREEDS AND NAMES OF ALL PETS OR ASSISTANCE ANIMALS				MATURE WEIGHT(S)	AGE(S)

*If we cannot deliver you this specific Apartment on the move-in date we are not liable for the delay, nor does this affect the validity or extend the term of the Lease. However, you do not owe rent until we do deliver you an apartment. If we cannot provide you the specific Apartment, we may provide you a similar apartment. If the delay in either case is longer than 7 days, you may cancel this application and/or terminate the Lease by written notice any time before we tender possession of the apartment to you. If you terminate, we refund the rent and other amounts you paid and you agree that you have no other claims against us at law or equity.

RENTAL / CRIMINAL HISTORY

Windsor Property Management Company ("Windsor") reserves the right not to lease to persons who have been evicted, asked to move out, sued for non-payment of rent, or sued for rental property damage. Unless the law requires, Windsor does not lease to persons who answer "Yes" to any of the questions numbered 3 through 5 below. Windsor is prohibited by law from leasing to persons listed on the US Department of the Treasury's Office of Foreign Control ("OFAC") list of suspected terrorists and drug traffickers. Please answer the following questions:

- 1. Has any applicant been sued for non-payment of rent or for rental property damage? _____ YES _____ NO; if Yes, please explain
- 2. Has any applicant been evicted or asked to move out? _____ YES _____ NO
- 3. Has any applicant been convicted of any crime involving violence against persons, illegal drugs, illegal firearm use, or a sexual offense?
 _____ YES _____ NO
 Been arrested for any of these crimes where a trial is pending? _____ YES _____ NO
 Been charged with any of these crimes and pled guilty or no contest or had adjudication withheld or deferred? _____ YES _____ NO
- 4. Is any applicant registered or under consideration for registration as a sexual offender? _____ YES _____ NO
- 5. Is any applicant listed on the OFAC list of persons and entities who commit, threaten to commit, or support terrorism? _____ YES _____ NO

CONSENT / PERSONAL AND CREDIT INFORMATION

I hereby consent to allow Windsor, its agents and employees, to obtain my credit information, payment history, occupancy history, criminal history, and income verification for the purpose of (a) verifying my application information; (b) evaluating my qualifications for residency; (c) determining, after I enter into a lease, whether I continue to meet the residency qualifications; (d) taking collection action against me, and/or; (e) for any other legitimate purpose associated with my application or tenancy under a lease.

I also acknowledge and consent that Windsor, its agents and employees, may give credit reporting agencies any of the following: (a) application and other information I provided or you obtained in the application process; (b) information about my performance of my obligations under any lease I enter into; (c) information regarding collection action against me, and; (d) sufficient identification information as you determine necessary to identify me to any such credit reporting agencies. Further, you hereby notify me that you may submit to a credit reporting agency a negative credit report reflecting on my credit record if I fail to fulfill the terms of a lease.

I understand that false, fraudulent or misleading information may be grounds for denial of residency or immediate termination of my right of occupancy.

ACKNOWLEDGEMENT

Neither Windsor nor the Owner has a duty to verify, and neither represents nor covenants that it will verify the accuracy of the answers provided to the foregoing questions concerning prospective tenants or applicants. Furthermore, Windsor and Owner have no duty, and expressly disclaim any obligation, to perform a criminal background check on each person who applies for occupancy in the community. Neither Windsor nor Owner represents or guarantees that all residents have no prior criminal record or background.

By signing below, applicant represents that the information provided in the application is true and correct. The applicant understands and agrees that Windsor and Owner are relying on the information in this application and its accuracy as attested to by the applicant. Windsor and/or Owner may terminate and expressly reserve the right to terminate rights of occupancy under any lease or agreement entered into if the applicant has made any misleading, incorrect or untrue statements or omitted material facts in this application.

FEES AND DEPOSITS

The application fee is non-refundable unless the law provides otherwise. Windsor will refund the fees and deposits applicant paid other than the application fee, only if: (1) Windsor rejects applicant's application; (2) applicant cancels the application fewer than 24 hours after signing it; or (3) applicant is on a waitlist and cancels the application. Unless the law requires, Windsor does not refund fees and deposits applicant makes with the application under any other circumstances. You acknowledge that you have had an opportunity to review Windsor's resident selection criteria. These criteria include without limitation criminal history, credit history, current income and rental history. If you do not meet the criteria, or if you provide inaccurate/incomplete information, Windsor may reject your application and not refund your application fee.

Windsor complies with state laws in connection with security deposits. Applicant understands that any changes to the lease term, move-in date, or apartment home selected is likely to result in an adjustment to the rental rate, deposit, and/or fees required.

Security deposit rate and terms are subject to credit review.

SIGNATURE OF APPLICANT

X _____ DATE _____ TIME _____

WINDSOR ASSOCIATE SIGNATURE

X _____ DATE _____ TIME _____

APPROVALS: DATE PROCESSED _____ APPROVED _____ NOT APPROVED _____ APPROVED WITH ADDITIONAL DEPOSIT _____ AMOUNT OF ADDITIONAL DEPOSIT _____

MANAGER APPROVAL: _____ DATE: _____