



Apartment Association of North Carolina
RESIDENT APPLICATION FOR OCCUPANCY

Name of Community: Greenhaven Trace (hereinafter "Management") Date:

Apartment/Address of Property for Occupancy: 800 Greenhaven Drive

Expected Occupancy Date: Lease Term: Mo. Rental Rate:

PART 1 (PLEASE PRINT CLEARLY)

Applicant: Home Tel: Work Tel:

Cell: Date of Birth (mm/dd/yyyy) Social Security #

Driver's License # State Email Address:

Co-Applicant/Spouse: Home Tel: Work Tel:

Cell: Date of Birth (mm/dd/yyyy) Social Security #

Driver's License # State Email Address:

Have you or your co-applicant/spouse ever been convicted by a court of law? YES NO

If yes, please explain:

Have you or your co-applicant/spouse ever been convicted for any felony offense? YES NO

If yes, please explain:

Total number of persons who will occupy apartment (including applicants):

OTHER OCCUPANTS:

1) Full Name Age DOB Relationship 3) Full Name Age DOB Relationship

2) Full Name Age DOB Relationship 4) Full Name Age DOB Relationship

In case of emergency notify (other than occupants): Tel:

Mailing address of emergency contact:

Do you have any pets? If so, please specify type(s)/breed(s): Weight(s):

PART 2 RESIDENCE HISTORY FOR LAST THREE YEARS (LIST CURRENT FIRST, THEN PREVIOUS)

Street Address, City, State & Zip:

Landlord/Mortgage Co.: Tel: How Long? Mo. Rent/Pmt.:

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Landlord/Mortgage Co.: Tel: How Long? Mo. Rent/Pmt.:

PART 3: EMPLOYMENT FOR LAST THREE YEARS (LIST CURRENT FIRST, THEN PREVIOUS)

APPLICANT:

Company Name: _____ Address, CSZ: _____
Job Title: _____ Length of Employment: _____ Monthly Income: _____
Supervisor: _____ Tel: _____

Company Name: _____ Address, CSZ: _____
Job Title: _____ Length of Employment: _____ Monthly Income: _____
Supervisor: _____ Tel: _____

CO-APPLICANT/SPOUSE:

Company Name: _____ Address, CSZ: _____
Job Title: _____ Length of Employment: _____ Monthly Income: _____
Supervisor: _____ Tel: _____

Company Name: _____ Address, CSZ: _____
Job Title: _____ Length of Employment: _____ Monthly Income: _____
Supervisor: _____ Tel: _____

OTHER INCOME? If so, please provide the following information:

Source: _____ Amt. per month: _____ (Please provide documentation)

(NOTE: Sources of additional income will NOT be considered, unless applicant(s) provide documentation that establishes such income.)

PART 4: VEHICLE IDENTIFICATION

Make/Model/Color: _____ License Plate #: _____ County/State: _____

Make/Model/Color: _____ License Plate #: _____ County/State: _____

APPLICATION FEE

Applicant(s) has submitted the sum of \$ _____ ("application fee") with this application. Applicant(s) understand and agree that this application shall not be considered by management until the application fee is paid. Applicant(s) understand and agree that the application fee is used by management for the payment of processing of this application, which includes costs for verifying the authenticity of the information provided and to obtain or otherwise procure information regarding applicant's credit history, criminal background, and rental references. As such, applicant(s) understand and agree that the application fee is nonrefundable. Applicant(s), by signing this application for occupancy, represent that the information provided herein is true and correct to the best of their knowledge. In the event that management's sole opinion, reject this application and immediately rescind any current or future agreement with applicant(s).

OTHER FEE(S)

List and describe: _____

APPLICATION(S) RELEASE AND AUTHORIZATION

By signing this application for occupancy, the undersigned applicant(s) authorize management to obtain a consumer credit report and any other information necessary in management's sole discretion to assist in the evaluation of this application for occupancy. Applicant(s) understand and agree that any such information obtained by management may include, but is not limited to, applicant's credit history, criminal record, evidence of any civil litigation and civil judgments, records of arrest, past rental history, employment history, salary information and history, vehicle records, driver's license records, driving history, or any other information. Applicant(s) release management, its principals, investors, employees, agents, vendors, the owner(s) of the community or property generally described in this application, and any furnisher or supplier of information related to this application from any and all liability in the procurement, use, distribution, and possession of all obtained information. Applicant(s) also understand and agree that the information provided in this application and other consumer reports, to include credit reports, criminal records, evidence of any civil litigation, and civil judgments, records of arrest, past rental history, employment history, salary information/history, vehicle records, driver's license records, driving history, or any other information may be provided to state, local, and/or federal government agencies. Any disposal of information received by management shall be done in accordance with 16 CFR part 682 and N.C. Gen. Stat. § 75-64, et seq.

APPLICANT'S SIGNATURE: _____ DATE: _____

CO-APPLICANT'S/SPOUSE'S SIGNATURE: _____ DATE: _____

Greenhaven Trace Apartments

Rental Qualifications

- **Criminal Background Check:** Background checks should not reveal any charges at any time for the following: arson, homicide/kidnapping, sexual crimes or crimes against children. All other charges are scored individually.
- **Credit Report**
 - Score only the previous 3 years of credit problems (collections, charge-offs, judgments, open bankruptcies)
 - Score only the previous 2 years of late payments
 - Do not score Foreclosures filed within the last 36 months, so long as the approved Mortgage payment is not less than or equal to the rental rate of apartment being applied for.
 - Score only the previous 6 months of closed (discharged) bankruptcies
 - Do not score any credit problems with a balance under \$100. (Recently paid accounts require documentation sent to RentGrow for the Re-Evaluation process)
 - Do not score Medical Debts or Student Loans against an applicant
 - Credit Reports that score with a High Credit Risk will be required to obtain a Co-Signer or pay a Security Deposit equal to One Month's Rent.
 - Credit Reports that score with a Severe Credit Risk will be required to obtain a Co-Signer.
- **Total monthly income (Gross) must meet and/or exceed three (3) times the total rental rate for the apartment being applied for. Total monthly income (Gross) for all Co-Signer's must also meet and/or exceed three (3) times the total rental rate for the apartment being applied for. Employment Verification: Examples of acceptable proof of income include your most recent payroll check stub, copy of your most recent W-2, 1099, Schedule C or F or bank statements for the preceding six months.**
- **Rental Verification:** Verification of satisfactory rental history will be obtained from previous Landlords or Management Companies. Applicants that have an unsatisfied account balance with a previous Landlord or Management Company will be declined, unless proof of payment is supplied by the Landlord or Management Company.

A final decision will be based on all of the collected information. Any deposit/administrative fee/application fee made to Pickering & Company by personal check, which is returned from the bank, will cause the lease to state that all payments must be made in the form of certified funds, i.e.: cashiers check, money order or credit card. Verification of both a picture id and social security are required for all applicants over the age of 18.

Resident Signature/Date

Spouse/Co-Signer Signature/Date

PICK01-Conventional

REVISED 4/24/09