

Northwoods Apartments

126 West Concord Drive Apt. L Clarksville, TN 37042

Office 931-552-3239 Fax 931-552-2670

Applicants Name _____ Phone: Home () _____
DOB ___/___/___ Cell#() _____ Alternate#() _____
E-Mail _____@_____ Social Security # _____ - _____ - _____
Drivers License No. _____ State _____
Marital Status: () Married () Single () Divorced () Widowed

APPLICANT RENTAL HISTORY

Present Address _____ City _____ State _____ Zip _____
Move in date ___/___/___ Why are you moving? _____
Landlord's Name _____ Phone#() _____
Address _____ City _____ State _____ Zip _____
Phone#() _____ Rent/Mortgage:\$ _____ monthly

Former Address _____ City _____ State _____ Zip _____
Move In Date ___/___/___ Reason for moving _____
Landlord's Name _____ Phone#() _____
Address _____ City _____ State _____ Zip _____
Phone#() _____ Rent/Mortgage:\$ _____ monthly

APPLICANT EMPLOYMENT HISTORY

Current Employer _____ Position _____
Address _____ City _____ State _____ Zip _____
Supervisor _____ Phone # () _____ Monthly Salary _____
Date Started ___/___/___

Previous Employer _____ Position _____
Address _____ City _____ State _____ Zip _____
Supervisor _____ Phone # () _____ Monthly Salary _____
Date Started ___/___/___ Date Last Worked ___/___/___

OTHER INCOME

Does Applicant wish to have any other income considered? Yes _____ No _____
Amount:\$ _____ (per month) What type of income? _____

BANKING INFORMATION: Name of Bank _____
Bank Account Number _____
Bank Address _____ City _____ State _____

In case of Emergency Contact:
Name _____ Relationship _____ Phone # () _____
Address _____ City _____ State _____ Zip _____

OTHER OCCUPANTS

*List the names of others to occupy the apartment. Please provide the following:

Full Name _____ Age _____ DOB _____

SS# _____ - _____ - _____

Full Name _____ Age _____ DOB _____

SS# _____ - _____ - _____

Full Name _____ Age _____ DOB _____

SS# _____ - _____ - _____

VEHICLES

1. Make _____ Model _____ Year _____
Color _____ License No. _____ State _____
2. Make _____ Model _____ Year _____
Color _____ License No. _____ State _____

*Each person on the lease is provided one resident parking pass.

PET(S)

Breed _____ Weight _____ Color _____ Age _____

Breed _____ Weight _____ Color _____ Age _____
*Pet deposits and monthly pet fees will apply. Pet Application Must Accompany Application.) Any Unauthorized pets are subject to unauthorized pet fines.

CHARACTER REFERENCES

1. Name: _____ Address _____
City _____ State _____ Zip _____ Phone#(____) _____
E-Mail: _____ Relationship _____
2. Name: _____ Address _____
City _____ State _____ Zip _____ Phone#(____) _____
E-Mail: _____ Relationship _____

A Non-refundable processing charge is payable (MONEY ORDER ONLY) with this application in the amount of \$35.00. The applicant understands that the processing charge will not be refunded under any circumstances. Applicant is advised this application is processed by OneSite. Second application \$17.50 fee.

If approved, a security deposit in the amount of \$300 in the form of a MONEY-ORDER is payable to Lessor immediately after notification of acceptance. Apartment availability is on a first come first serve basis. No apartments will be held.

If applicant fails to fulfill these conditions, this application will be deemed to have been withdrawn and Lessor or Applicant will be under no further obligation, however, if applicant merely changes his/her mind about the apartment after earnest money has been paid, the earnest money will be retained by the Lessor as liquidated damages. INITIAL _____

UTILITIES will be furnished by the resident and a receipt from CDE and CLARKSVILLE GAS & WATER must be furnished to us at the time your lease is signed. Applicant understands that the giving of false or misleading information or tendering a Bad Check may at Lessor's option breach and void any subsequent lease. Notice in writing may be mailed to resident at leased premises or be delivered to resident in person.

Lessor's failure to deliver possession of the premises at the time agreed upon, shall not subject Lessor to damages in any amount.

I further understand that this application is a part of my lease agreement. Also that as a part of normal procedure for processing this applicant an investigative Consumer Report may be obtained whereby information is secured through interviews with persons whom I am acquainted. This report if obtained typically contains information as to my character, general reputation, personal characteristics and mode of living. I have the right to make a written request within a reasonable amount of time for a complete and accurate disclosure of additional information concerning the nature and scope of this report.

Referred by _____ Apt# _____
How did you hear about us? _____
Are there any applicants applying at this time to live with you? ___ yes ___ no
Name(s) of co-applicant(s) _____

Applicant's Signature X _____ date _____

Please be advised of **Northwoods Apartments Policy**

*Adding another person to the lease after initial move in... Each applicant must apply and meet all qualifications in order to be added to the lease. No exceptions!

*All visitors are allowed up to 14 consecutive days. Any reoccurring visitors must have written approval by management. Date you would like to acquire Apt. _____

Comments or Special Considerations _____

Northwoods Apartments

Acceptance Requirements

We are pleased that you have selected our apartment community as your new home. To insure high quality residents, we require that all applicants meet the following requirements. We do not discriminate against any applicant(s) on the basis of race, religion, color, sex, familial status, national origin or disability. We do limit occupancy to four persons in a two-bedroom apartment home.

Touring of Community

All prospects and applicants must present a valid driver's license or photo identification in order to tour the community and view an apartment.

Applications

Each applicant is required to complete an application for residency and pay a non-refundable application fee. A valid driver's license or other legal photo I.D. will be required for identification.

Criteria for Applications and Occupants

All applicants must be 18 years of age. Any person 18 years of age or older residing in the apartment must complete an application for residency. Roommates will be held equally responsible for rental agreements and must qualify separately on all criteria. Any felony conviction is automatically a denial. Every applicant will be verified based on the following four categories: resident history, employment history, rent to earning ratio, and credit and background check.

Resident History

Previous residency must be verifiable via landlord, or home ownership must be home ownership must be verifiable via credit report or proper written documentation from a mortgage company. We do not accept any application with an unresolved tax lien, previous skip, eviction, rental house debt, consistent late payments or returned checks.

Employment History

All applicants must be currently employed. Employment must be verifiable via employer. Self-employed applicants must provide proper business income reporting documentation. Retired applicants must provide sufficient income verification.

Rent to Earning Ratio

Your gross monthly income, verifiable by an employer or reporting statements, must equal three (3) times the monthly rent to the earning ratio to the apartment community to which you are applying.

Credit

Your credit history will be run from a national credit-reporting agency. Please be advised that we will check your credit report thoroughly as well as check into previous addresses listed on the report. Any outstanding utility bills will result in automatic denial of your application.

Co-Signer

Cosigners must complete an application for residency and qualify under all criteria. The gross monthly income of the co-signer must also be high enough to meet the guidelines for co-signers set by the apartment community.

Subletting Sub-letting is prohibited.

Falsification of information on your rental application will be cause for immediate denial. Failure to provide the information needed to verify your history within 72 hours time restriction will result in being placed on a waiting list until you provide the information.

Applicant's Signature(s) _____ Date _____