

Approved _____ Denied _____ Date _____
Must be initialed by Resident Manager

Applicant Notified on _____ By _____ Via _____
Must be completed by Leasing Consultant

PLEASE PRINT
BLACK INK

Special Provisions: _____

**LEGACY COMMUNITIES
APPLICATION FOR RESIDENCY**

WELCOME to our community! In order to reside in our community, we require each Applicant, age 18 and over, to meet certain rental criteria. As you are completing the Rental Application, we encourage you to review these requirements to determine if you are eligible. All Applicants will be approved based on these requirements.

Community _____ Apt # _____ Rent _____

Move-in Date _____ Date Submitted _____ Time Submitted _____ Apt Type _____ Lease Term _____

All Applicants age 18 and over must complete a separate Application for Residency. Married couples may submit a joint application. All Residents and all occupants must be listed on the Application for Residency and Lease Agreement.

A valid government issued photo I.D. is required to view or lease an apartment. Must not be expired over 30 days.

Applicant must also have a Social Security Number to lease an apartment. Lacking a Social Security Number, Applicant will require having a Guarantor that does.

APPLICANT INFORMATION

Last Name First MI Birth date Social Security # Driv. Lic. & State

SPOUSE

Last Name First MI Birth date Social Security # Driv. Lic. & State

Former Last Names (maiden or married)

RENTAL HISTORY: 12 months or more satisfactory verifiable rental or mortgage payment history within the past year. Satisfactory history is no more than one (1) late payment, no more than one (1) returned check within a six (6) month period. The Resident must have given adequate notice to vacate. There must be no outstanding financial obligations to the Landlord. Rental/Mortgage history does not include payments made to parents or relatives.

If the Applicant has not established rental history of at least twelve (12) months, yet meets all other requirements, he may pay an amount equal to one month's rent as an additional Security Deposit in lieu of rental history requirement or may obtain a qualifying "Guarantor".

Neither Guarantor nor additional Security Deposit will be accepted in lieu of negative rental history, i.e. eviction, overdue balance, etc.

Have you, your spouse, or any occupant listed above ever: _____ been evicted or asked to move out? _____ broke a rental agreement or lease contract? _____ been sued for non-payment of rent? _____ been sued for damage to rental property? You represent the answer "NO" to any blank not checked.

RESIDENT HISTORY

PRESENT ADDRESS

E-mail Address Mobile Phone #

Street Address Apt # City State Zip Code Home Phone #

Residency Dates From: _____ to _____ Names on Lease/Mortgage: _____

Landlord or Apt Name: _____

(If mortgage, give phone and account #)

Landlord or Apt. Office Phone: _____

PREVIOUS ADDRESS

Street Address	Apt #	City	State	Zip Code	Home Phone #
Residency Dates From: _____ to _____ Names on Lease/Mortgage: _____					
Landlord or Apt Name: _____ (If mortgage, give phone and account #)					
Landlord or Apt. Office Phone: _____					

OCCUPANCY GUIDELINES:

Maximum number of occupants per apartment: 2 persons in a one-bedroom apartment
 4 persons in a two-bedroom apartment
 6 persons in a three-bedroom apartment

An additional minor child, being 6 months of age or less who occupies the same bedroom with the child's parent, guardian, legal custodian, or person applying for that status during the term of the lease, will be permitted in addition to the number of occupants defined above. Residents who have a newborn less than six months old at the time of Application for Residency or lease renewal and whose newborn has reached six months of age during the lease term will be required to transfer to another available apartment with more bedrooms within 90 days or the end of the lease term, whichever is the later date.

Limit of 2 pets per apartment. Each pet has a 25-pound full-grown weight limit. **Pictures are to be taken of all pets.** No aggressive breeds are allowed. Pet Deposit must be paid in full prior to move-in.

NAMES OF PERSONS TO OCCUPY APARTMENT

No. to occupy: _____ Are there any smokers? (We have some non-smoking buildings.) _____

No. of Pets: _____ Size and Type: _____

1.	_____	_____	_____	_____	_____	_____
	Last Name	First	MI	SS#	Relationship	Date of Birth
2.	_____	_____	_____	_____	_____	_____
	Last Name	First	MI	SS#	Relationship	Date of Birth
3.	_____	_____	_____	_____	_____	_____
	Last Name	First	MI	SS#	Relationship	Date of Birth
4.	_____	_____	_____	_____	_____	_____
	Last Name	First	MI	SS#	Relationship	Date of Birth
5.	_____	_____	_____	_____	_____	_____
	Last Name	First	MI	SS#	Relationship	Date of Birth
6.	_____	_____	_____	_____	_____	_____
	Last Name	First	MI	SS#	Relationship	Date of Birth

INCOME: Must have stable employment in this country for 12 months out of the last 15 or have I-20 verification and a Guarantor. Gross monthly income must be three (3) times the amount of monthly market rent on the chosen apartment. In the case of roommates, the income of each roommate must equal the requirement of (3) times the amount of monthly market rent on a one-bedroom apartment at this community. Any Applicant that can provide verifiable non-taxable income may qualify at two (2) times the amount of monthly market rent on the chosen apartment. Special verifications such as previous year's tax return, bank statements, trust funds, etc. may need to be done for students, retired, or disabled Applicants due to the nature of their income.

Guarantor Applications will be considered separate from occupants. Guarantor's income must be equal to or greater than five times the monthly market rent.

EMPLOYMENT

Company Name	Address	City	State	Zip Code
Business Phone	Supervisor's Name/Dept Extension Phone # of Personnel Department			
Position Held	Gross Monthly Income	Dates Employed		Additional Income

PREVIOUS EMPLOYMENT

Company Name	Address	City	State	Zip Code
Business Phone	Supervisor's Name/Dept Extension Phone # of Personnel Department			
Position Held	Gross Monthly Income	Dates Employed	Additional Income	

SPOUSE'S EMPLOYER

Company Name	Address	City	State	Zip Code
Business Phone	Supervisor's Name/Dept Extension Phone # of Personnel Department			
Position Held	Gross Monthly Income	Dates Employed	Additional Income	

CREDIT HISTORY: Applicant must not have bankruptcies, judgments, or foreclosures in the last 12 months. Applicant must have no more than three accounts and/or payments that show 30 days past due within the last 12 months. Arrangements must be made to take care of debts to previous landlords, etc. that need to be paid in full by the Applicant within 24 hours or the reserved apartment will go back on the market. (Collections debts that have been paid in full, cellular phone bills, student loans and medical expenses are excluded.)

BANK REFERENCES:

Checking Acct No. _____ Savings Acct No. _____ Bank: _____

VEHICLES: No recreational or commercial vehicles will be allowed without registering them specifically with Management and parking them in designated areas for this type vehicle. The Management reserves the right to limit or disallow cars and motorcycles as well as to change or amend these policies at any time.

VEHICLE MAKE/MODEL INFORMATION

Car/Truck License # _____ State _____ Year _____ Make/Model _____
 Car/Truck License # _____ State _____ Year _____ Make/Model _____
 No. of Vehicles to be parked on Property: _____
 Do you own any recreational vehicles, motorcycles, etc? If so, specify _____

CRIMINAL HISTORY: A criminal background check will be performed on all occupants aged 18 and over. The Application for Residency will be rejected for any of the following reported criminal related reasons:

- | | |
|-------------------------------------|---|
| Felony conviction | Any cruelty to animals related conviction |
| Any terrorist related conviction | Misdemeanor conviction involving crime against persons or property |
| Any illegal drug related conviction | Any of the above related charges resulting in "Adjudication Withheld" and/or "Deferred Adjudications" |
| Any prostitution related conviction | Active status on probation or parole resulting from any of the above |
| Any sex related conviction | |

Do you, your spouse, or any of your occupants have charges pending against you or against them for any criminal offense(s)?
 (You represent the answer "NO" if none of the boxes are checked.)
 Applicant Yes No Occupants Yes No

Have you, your spouse, or any of your occupants ever been convicted of, pleaded guilty or no contest to, any criminal offense(s) or had any criminal offense(s) disposed of other than by acquittal or a finding of "not guilty"?
 (You represent the answer "NO" if none of the boxes are checked.)
 Applicant Yes No Occupants Yes No

EMERGENCY CONTACT:

Name	Relationship	Complete Address	Home/Business Phone #	Mobile Phone #
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INSURANCE: Do you have Renters Insurance? Yes No

I understand that the property’s insurance coverage and insurance does not and cannot protect any personal belongings against burglary, vandalism, fire, smoke and other perils. I also understand that by not having personal liability insurance, I may be liable to third parties and to Management for certain perils which are covered by renter’s insurance. **THEREFORE, MANAGEMENT STRONGLY RECOMMENDS THAT THE RESIDENT SECURE INSURANCE.**

Signature _____

Date _____

APPLICATION FEE: Applicant understands that there is a non-refundable credit-check/processing fee of \$_____. This fee must be paid as part of the Application for Residency. It must be paid separately from the Security Deposit with a separate check or money order.

SECURITY DEPOSIT / HOLDING FEE: Applicant understands that the Security Deposit/Holding Fee of \$_____ for apartment_____ is only refundable if Management rejects this Application for Residency and will not be refunded if Applicant cancels after being notified of approval. The Security Deposit must be paid when the Application for Residency is submitted for approval. Security Deposits are as follows:

- \$150.00 for 1 bedroom apartments (\$225 for Legacy at Arts Quarter)
- \$200.00 for 2 bedroom apartments (\$350 for Legacy at Arts Quarter)
- \$300.00 for 3 bedroom apartments (\$550 for Penthouses at Legacy at Arts Quarter)

APPROVAL PROCESS: The approval process will begin when we have received the completed Application for Residency from all Applicants. The three outcomes from the approval process are: Accepted, Conditional Acceptance, or Denied. Additional information and or deposits may be required if the outcome is Conditional Acceptance. If you are denied due to information given by the consumer-reporting agency that provides us with information, you will be provided with a letter supplying you with the name, address and phone number of the agency so that you may contact them to find out what the report said.

FALSE INFORMATION: Applicant represents that the information set forth on this Application for Residency is true and complete. Misinformation, misstatements, or false representation on this Application for Residency will constitute default under the Lease Agreement between the parties and is ground for termination. **Applicant hereby authorizes verification of any and all information, references, and credit records, including release of information by any bank or savings and loan, employer (present or former) and any lender.** Applicant understands that an independent reporting agency will be used in this verification process in acquiring a consumer report from one or more of the credit bureaus. Applicant acknowledges receipt of the community criteria, which determines application acceptance. Any false, deceptive or absent information relevant to rental or credit history will result in the rejection of this application and forfeiture of Security Deposit as liquidated damages.

**I HAVE READ AND UNDERSTAND THE CRITERIA FROM WHICH MY APPLICATION WILL BE APPROVED.
THIS IS A BINDING LEGAL DOCUMENT, READ CAREFULLY BEFORE SIGNING**

Were you referred to our community by a Resident? _____ Resident’s Name _____

APPLICANTS

LEGACY COMMUNITIES

MANAGEMENT REPRESENTATIVE

DATE

Title VII of the FAIR HOUSING ACT makes discrimination based on race, color, religion, sex, age, national origin, family status, or handicap illegal in connection with the rental of most housing.

