



**LEASE APPLICATION**

Date \_\_\_\_\_  
Apt. # \_\_\_\_\_  
Source \_\_\_\_\_  
Amount \$ \_\_\_\_\_  
Move In \_\_\_\_\_  
Lease Term \_\_\_\_\_  
Social Security Number \_\_\_\_\_

Full Name \_\_\_\_\_

**RESIDENCY INFORMATION**

**Present Address** \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_ Length of Residency \_\_\_\_\_  
Own \_\_\_\_\_ Rent \_\_\_\_\_ Monthly Payment \_\_\_\_\_

**Landlord's Name** \_\_\_\_\_ Phone \_\_\_\_\_  
Landlord's Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Previous Address** \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
**Landlord's Name** \_\_\_\_\_ Phone \_\_\_\_\_  
Landlord's Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**EMPLOYMENT INFORMATION**

**Present Employer** \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_ Position \_\_\_\_\_  
Supervisor \_\_\_\_\_ Gross Annual Salary \_\_\_\_\_  
Employment Date: From \_\_\_\_\_ To \_\_\_\_\_

**Previous Employer** \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_ Position \_\_\_\_\_  
Supervisor \_\_\_\_\_ Gross Annual Salary \_\_\_\_\_  
Employment Date: From \_\_\_\_\_ To \_\_\_\_\_

Other Income \$ \_\_\_\_\_ Source \_\_\_\_\_

NOTE: Alimony, child support, or separate maintenance need not be revealed if applicant does not choose to have it considered as income.



## VEHICLE INFORMATION

Make / Model / Color of Vehicle \_\_\_\_\_

License Plate Number \_\_\_\_\_ State of Issue \_\_\_\_\_

Driver's License Number \_\_\_\_\_

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## EMERGENCY CONTACT INFORMATION

Current/New Home Phone: \_\_\_\_\_ Best Time to Call: Day  Evening

Mobile Phone: \_\_\_\_\_ Best Time to Call: Day  Evening

Work Phone: \_\_\_\_\_ Best Time to Call: Day  Evening

Primary Email: \_\_\_\_\_

### Emergency Contact (Person not living with you):

#1 Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Relationship: \_\_\_\_\_

#2 Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Relationship: \_\_\_\_\_

## OCCUPANTS OF APARTMENT

NAME	RELATIONSHIP
_____	_____
_____	_____
_____	_____

## PETS

Type
_____
_____
_____



APPLICANT(S) certifies and represents that all information on this application is correct; that he is not breaking his lease, that he has paid his rent/mortgage payments in a timely fashion; that he has received no notices of Lease Termination or Eviction; that he has not filed for bankruptcy within the past five (5) years, and is presently financially solvent; and, that no adverse credit information is on record except as follows: \_\_\_\_\_

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APPLICANT(S) understand that:

- The actual date of possession is subject to completion of the apartment desired or the vacating of the previous resident. Lessor cannot guarantee occupancy date.
  - A Certificate of Renter's Insurance is required from Lessee at lease signing;
  - A photo ID will be required prior to lease signing; after application has been approved;
  - Any false information will constitute grounds for rejection of the application.
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### APPLICATION FEE

APPLICANT(S) is submitting the sum of \$ \_\_\_\_\_, which is non-refundable payment for a credit check and processing charge, receipt of which is acknowledged by LESSOR. In the event this application is disapproved, this sum will be retained by LESSOR to cover the cost of processing the application. This application must be signed before it can be processed by LESSOR.

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### HOLDING FEE

APPLICANT(S) IS DEPOSITING \$ \_\_\_\_\_ with LESSOR as a Holding Fee in connection with this Lease Application. **Intending to be legally bound**, Applicant and Lessor agree that the APPLICANT shall be entitled to a refund of the Holding Fee, if he/she/they notify LESSOR in writing within 72 hours of the signing of this APPLICATION of their intention to cancel this APPLICATION. Should APPLICANT notify LESSOR of cancellation after the expiration of the 72 hour period set forth above but prior to the time Lessor approves or disapproves of this Application, then LESSOR will retain the Holding Fee as liquidated damages, and not as a penalty, for withdrawing this unit from the rental market. If for any reason LESSOR decides to decline this APPLICATION, the Holding Fee will be refunded in full. If Lessor and Applicant(s) execute a Lease for this Unit, then the Holding Fee shall be applied by Lessor against the first month's installment of base rent due and payable under such Lease. \_\_\_\_\_ (Initial)

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### AUTHORIZATION TO OBTAIN INFORMATION

APPLICANT(S) authorizes LESSOR to verify the accuracy of all statements in this application, and also authorizes all employers, previous landlords, and creditors to release all information concerning applicant or applicant's account(s) for the purpose of verifying this application and determining applicant's ability to afford the contractual obligations of the lease. This authorization shall continue during the term of the lease or any renewal of the lease. Applicant releases all persons delivering this information from any inadvertent error.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_





## CRIMINAL HISTORY SEARCH

We perform criminal background checks in accordance with applicable federal and state laws. Your signature below authorizes us to check for any arrests or convictions. You will be required to answer the questions below stating whether you have been convicted of, or arrested for, a crime. If the answer is yes, you will be required to state what the crime was, when and where it occurred and the disposition of the charge.

An unsatisfactory criminal background check revealing a serious charge including, but not limited to, conviction of a felony or deferred adjudication of a felony will result in denial of your application. However, not all crimes disqualify you from living at the community. Crimes that result in a denial of residency are those which pose a serious threat to the health, safety and welfare of persons living and working in our community, taking into account not only the type of crime but also the circumstances under which it occurred. In the event the criminal background check reveals any pending criminal cases, we may offer residency conditionally upon dismissal or favorable resolution of the charge. Upon conviction, the Lease Agreement will be terminated immediately.

Your application for residency will be rejected if a criminal background check reveals a listing as a Sexual Predator or Offender, felony convictions, convictions for any of the misdemeanor offenses listed below within the last ten years, pending felony charges, guilty pleas or no contest pleas to any felony or any of the following misdemeanors: burglary, attempted burglary of a vehicle, attempted theft of a person, attempted theft over \$200.00, criminal mischief over \$200.00, unlawful carrying of a weapon, pornography, physical assault, sexual assault, enticing, injury to or obscenity with a child, cruelty to animals, forgery, terror threat, obscenity, indecent exposure and/or sexual molestation. In addition, your application may be declined if your appears on the OFAC Terrorist Watch List.

The fact that we perform criminal background checks does not mean that our residents and occupants have no prior or current criminal histories, and we cannot and do not guarantee that this community and its residents are free from crime. Verification of the accuracy of information supplied to or made available to us by applicants and credit/criminal reporting services is limited.

In order to perform the criminal background check, we may require that you provide us with a copy of a driver's license and/or a photo identification card that also verifies your date of birth. Your signature below authorizes us to obtain from you that identification.



I authorize The Klein Company, Dwell Cherry Hill, LLC and/or its agent, On-Site.com to contact, either orally or in writing, any third parties to obtain information deemed necessary to complete the Criminal Background Check.

I specifically authorize The Klein Company, Dwell Cherry Hill, LLC and/or On-Site.com to obtain information from any national, state or local law enforcement agency, including US Military authorities concerning my conduct, including any Criminal History Records or Motor Vehicle Records.

Name \_\_\_\_\_

Drivers License Number and State of Issue \_\_\_\_\_

Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, state charges, the State and County of Record and the year that it occurred:

\_\_\_\_\_

Current Disposition of Charge(s):

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

