

Apt. # _____ Rent: \$ _____

M/I Date: _____

Deposit Pd Date: _____

Lease Length: _____

ASPENLEAF APARTMENTS
3501 S. STOVER, FORT COLLINS, CO. 80525
970-226-5477, FAX 970-226-5503

APPLICATION FOR TENANCY

Please answer all questions carefully and completely. Requested information provides the basis for our selection of the best neighbors for you and all our residents. If accepted, this application is to become a part of the lease agreement.

Applicant Name: (Last, first, middle initial) _____

Current address: _____ City: _____ State: _____ Zip: _____

Social Security No.: _____ - _____ - _____ Date of Birth: ____/____/____ Phone No.: (____) _____

Maiden Name (If applicable): _____ Work No.: (____) _____

E-Mail Address: _____ Cell No.: (____) _____

Marital Status: Married _____ Separated _____ Unmarried _____ (Includes: Single, divorced, widowed)

Are you or anyone who will occupy this apartment, smokers? No Yes (Smoking is allowed in the apartment)

Name of current landlord: _____ Phone No.: (____) _____

How long at current address? _____ Reason for moving? _____

If less than 6 months at current address, list the previous rental information: _____

Names and ages of all others who will occupy your apartment and relationship to applicant: _____

Do you have any pets that will occupy the premises? No Yes Type of pet: _____

STATUS: (Check all that apply) Employed full-time _____ Employed part-time _____ Unemployed _____ Student _____

If, student, list school attending: _____ What year? (Freshman, Junior, etc.) _____

Have you ever been evicted or have any eviction proceedings ever commenced against you? No Yes

Have you ever been convicted of a felony or are there any pending criminal charges against you, including but not limited to illegal manufacture or distribution of a controlled substance? No Yes

***** If you answered "yes" to either above questions, please briefly explain on the back of this application*****

Employer: _____ Position: _____

Business Address (City, State, Zip): _____

Phone No.: (____) _____ Hire Date: _____ To: _____ Gross Income _____

Previous Employer: _____

Phone No: (____) _____ From: _____ To: _____ Gross Income: _____

List other sources of income and monthly amount that you want to have considered on this application: _____

Name and address of Bank: _____

Name & address of Savings Bank: _____

Emergency contact and relationship?: _____ Phone No.: (____) _____

PERSONAL REFERENCES (Not related to you):

	<u>Name</u>	<u>Address</u>	<u>Phone Number</u>
1.	_____	_____	_____
2.	_____	_____	_____

Please list any other information you feel is pertinent to this application: _____

Landlord hereby acknowledges receipt of the sum of \$ _____ as a rental deposit from the undersigned rental applicant. In consideration of Landlord reserving this Apartment for me, I hereby waive all my rights to the Rental Deposits herewith tendered, which will be retained by Aspenleaf Apartments herein as liquidated damages in the event I do not choose to enter into the Apartment Rental Lease Agreement applied for herein. If Management does not approve the application, the deposit will be refunded. If, however, the background checks show the applicant failed to fully disclose above requested information, the applicant will be charged for the costs incurred by Aspenleaf Apartments. If the application is approved, Aspenleaf Apartments will retain this deposit.

Everything that I have stated in this application is correct to the best of my knowledge. I understand that you will retain this application and all supporting documents whether or not it is approved. I hereby authorize Aspenleaf Apartments, through it's designated agent and its employees to check my credit, employment, background and rental history.

THE ABOVE INFORMATION IS FULLY UNDERSTOOD AND I AGREE TO THESE TERMS AND CONDITIONS:

Applicant Signature

Date

Aspenleaf Leasing Agent Signature

Date

Manager Signature

Date

Aspenleaf Rental Criteria and Guidelines
Effective June 16, 2015

- All applicants must be 18 years of age or older.
- All adults occupying an apartment are required to complete a separate rental application.
- Applicants must have a valid Social Security card, passport, permanent resident card or VISA.
- 1. RENTAL:** Applicant must have six (6) or more months of satisfactory rental history or proof of home ownership. An eviction in your past rental history will cause your application to be denied unless the landlord has a sufficiently qualified. Co-signer or guarantor that provides landlord assurance of the tenants' obligations under the lease for payment, abiding by lease obligations and care of the property.
- 2. INCOME:** Gross monthly income (before deductions) must meet or exceed three (3) times monthly rent. Roommates will be allowed to combine income to meet the income requirements. Applicant must have been employed at current job for at least six (6) months.
- 3. CREDIT:** Applicant credit history will be determined by receiving a satisfactory credit score with our resident screening company.
- 4. CRIMINAL:** NO Felonies Felony convictions, and any criminal offenses that arise out of violence to other persons will result in your application being denied, and even in other instances where the applicant or a member of the household seeking to occupy landlord's property has obtained a deferred sentence or been permitted to plea to a lesser charge, if the offense is a violence related offense or a drug related offense, landlord will deny your application for the safety of others.* We allow up to two (2) misdemeanors, related to traffic and DUI.
- 5. RENTERS INSURANCE:** Is required prior to move in. Inquire within office for details.
- 6. OCCUPANCY:** Maximum number of occupants per apartment: Two (2) people per bedroom.
- 7. COSIGNERS:** Will be required if the above criteria #1 - #3 are not met. Applicants that do not qualify due to criminal history (#4 above) will not be offered approval with a cosigner. Cosigner must complete a rental application and meet all criteria.
 - **Income** must have a gross monthly income of FIVE (5) times the amount of rent.
 - **Credit:** Cosigner must have a good and established credit rating.
- 8. PETS:** Pets are not allowed. Service animals are the exception.

The above criteria are subject to change without notice

It is the policy of this community to comply with all applicable fair housing laws, including those which prohibit discrimination against any person based on race, gender, religion, ethnicity, familial status, national origin, or handicap.

Signed this _____ day of _____, _____.

Resident	Resident
Resident	Cosigner
Leasing Agent	Date