

# Bright Apartments Criteria and Application

We are committed to Equal Opportunity Housing. We fully comply with the Federal Fair Housing Act. We do not discriminate against any person because of race, color, sex, disability, familial status, religion, national origin or sexual orientation. Our staff will provide reasonable accommodations to disabled persons in order to provide them with equal opportunity to use and enjoy their residence and/or common areas. **Please understand, when we evaluate your application, we are looking at your current and past actions and behavior.** We cannot look into the future or give "second chances". We take a snapshot of your present and past from your application, and apply our criteria. If you do not qualify, your application will be declined.

## General Requirements to process your application:

- Positive identification with picture for each applicant.
- You must be able to enter a legal and binding contract.
- Each applicant shall provide a legally issued social security number.
- Applicant(s) may be required to provide utility bill(s) and/or other proof in applicant's name to confirm occupancy of rental references.

## What we do with your application and why: (Please check the Important Details section)

- A credit report will be run. We feel it is important to have a good track record of paying your bills, because by renting an apartment to you, we are extending to you a form of credit, so your past actions with others who have extended you credit are important. We will not count medical collections when evaluating your credit.
- We verify employment and may require proof of your income. The standard for our industry is gross income 2 ½ times your monthly rent (if you're responsible for all utilities, then 3 times monthly rent).
- We will run a criminal report including felonies and misdemeanors. Like you, we do not wish to have a neighbor who may constitute a threat to the health or safety of others or whose tenancy would result in physical damage to the property of others. In viewing arrest records, we shall consider the original offense charged in our evaluation, rather than any lesser offense to which the applicant plead guilty. Pending charges may delay your application process until the case is resolved.
- We do rental reference checks. We want to know if you were a good tenant, what condition you left your apartment in and if you disturbed your neighbors.

*Full time University Students or recent graduates thereof* - need not have credit history or landlord references if they can provide a qualified co-signer. Online university students are not included in this exception.

## *Important Details:*

### *What doesn't qualify as a rental reference - included but not limited to:*

- Family, friends and roommates do not count as references.
- Living in a room in someone's house or subleasing does not count as a reference.
- References where you lived 3 months or less.
- Dorms and dwellings where work was exchange for rent(you didn't pay any rent)

### *What doesn't qualify as good credit accounts*

- Credit from jewelry companies, secured credit cards or deferred payment accounts do not count as positive credit.
- Accounts with co-signers or guarantors.

## *Common reasons for being declined:*

- Recent felonies and/or certain misdemeanors
- Negative rental history includes, but is not limited to, the following: previous evictions, FED filing(s) against you, defaults in lease agreements, outstanding balances owed or record of a collection\_ to another apartment community, any record of disturbance of neighbors, illegal occupants, unauthorized pets, housekeeping habits at a prior residence which may adversely affect the health or welfare of other residents.
- Insufficient monthly income



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**Which Property:** \_\_\_\_\_ **When Needed:** \_\_\_\_\_ **Type:** \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Cell Number \_\_\_\_\_ Work: \_\_\_\_\_ Email: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Current Residence** ===== **Current Residence**

Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

[  family  relative  friend  roommate  landlord ]

Address: \_\_\_\_\_ City: \_\_\_\_\_ St. \_\_\_\_\_ Zip: \_\_\_\_\_

[  apt  house  room  duplex ]

Rent:\$ \_\_\_\_\_ Sec Dep:\$ \_\_\_\_\_ Length of Residency: \_\_\_\_\_ Move in date \_\_\_\_/\_\_\_\_/\_\_\_\_

Thirty (30) day notice by? Management / You / Not Given Bounced Checks? Yes / No How many 72 Hour Notices? \_\_\_\_\_

**Previous Residence - 1** ===== **Previous Residence - 1**

Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

[  family  relative  friend  roommate  landlord ]

Address: \_\_\_\_\_ City: \_\_\_\_\_ St. \_\_\_\_\_ Zip: \_\_\_\_\_

[  apt  house  room  duplex ]

Move in date \_\_\_\_/\_\_\_\_/\_\_\_\_ Move out date \_\_\_\_/\_\_\_\_/\_\_\_\_ Length of Residency: \_\_\_\_\_

Rent:\$ \_\_\_\_\_ Sec Dep:\$ \_\_\_\_\_ How Much Refunded? \$ \_\_\_\_\_ Owe Rent or Additional Charges? \_\_\_\_\_

30 day notice by? Management / You / Not Given Bounced Checks? Yes / No How many 72 Hour Notices? \_\_\_\_\_

**Previous Residence - 2** ===== **Previous Residence - 2**

Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

[  family  relative  friend  roommate  landlord ]

Address: \_\_\_\_\_ City: \_\_\_\_\_ St. \_\_\_\_\_ Zip: \_\_\_\_\_

[  apt  house  room  duplex ]

Move in date \_\_\_\_/\_\_\_\_/\_\_\_\_ Move out date \_\_\_\_/\_\_\_\_/\_\_\_\_ Length of Residency: \_\_\_\_\_

Rent: \_\_\_\_\_ Sec Dep:\$ \_\_\_\_\_ How Much Refunded? \$ \_\_\_\_\_ Owe Rent or Additional Charges? \_\_\_\_\_

30 day notice by? Management / You / Not Given Bounced Checks? Yes / No How many 72 Hour Notices? \_\_\_\_\_

**Current Employer** ===== **Current Employer**

Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Length of Employment: \_\_\_\_\_ Income (monthly): \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**Previous Employer**

Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Length of Employment: \_\_\_\_\_ Income (monthly): \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**Other Sources of Income to household members such as alimony, social security, child support, wages, ADC.**

Source: \_\_\_\_\_ Amount: \_\_\_\_\_

Source: \_\_\_\_\_ Amount: \_\_\_\_\_

**INFORMATION ON ALL THOSE WHO WILL OCCUPY THE APARTMENT (INCLUDING APPLICANT)**

<u>Name</u>	<u>Birth date</u>	<u>Sex</u>	<u>Relationship</u>

**Vehicles**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Lic: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Lic: \_\_\_\_\_

**Misc Information**

Ever been evicted? **YES / NO** When \_\_\_\_\_ Where \_\_\_\_\_ By Whom \_\_\_\_\_

Do you smoke? **YES / NO** if yes Inside house / Outside house | Any Pets? **YES / NO** What kind: \_\_\_\_\_

Why are you vacating your present place of residence? \_\_\_\_\_

Have you ever been convicted of a crime? **YES / NO** If yes explain \_\_\_\_\_

Are there any criminal charges now pending against you? **YES / NO** if yes explain \_\_\_\_\_

**Emergency Information - Not another occupant - someone to contact in an emergency**

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Please sign next page to complete application!!

**Co-signer Details:**

- Co-signers will not be accepted for an applicant(s) lack of income, poor credit or insufficient/adverse rental history
- If a co-signer is accepted, they will be responsible for paying the monthly rent as well as any and all damages or fees that may result from the applicant(s) residency should the applicant(s) be found to be in default of the Rental Agreement.
- The co-signer(s) must sign the Rental Agreement and/or any other documents Management deems necessary prior to the applicant(s) taking possession of the premises

**Please read the following and sign - Thank You**

- We will not honor any verbal comments, agreements or statements. ( If some issue is important to you, please ask and we will write out an agreement and all sign )
- We may require that you obtain, at your cost, renters insurance and provide proof thereof within two weeks of signing the rental agreement.
- Negative information received after the application is processed and approved may be grounds for denial of your application with cancellation and refund of the deposit or termination of your tenancy.
- If you owe utility bills we may ask that you provide proof of payment before you move in.
- By signing below, you are giving Bright Apartments/River Rentals LLC permission to obtain the following:
  - 1) Credit Report
  - 2) Criminal Report
  - 3) Call present and past landlords to verify your rental history
  - 4) Call present and past employers to verify your employment history and salary/wages

In signing this application, I certify that the information given on the application is correct and complete and I authorize Bright Apartments/River Rentals LLC to make the inquiries necessary to process and verify my application. I also understand that falsified or incomplete information is sufficient grounds for rejection of my application. If any information supplied on this application is later found to be false, this is grounds for termination of tenancy. If this application is approved, applicants will have 24 hours from time of notification to leave a hold deposit and make any other deposits required by owner/agent. If applicants fail to execute a Rental Agreement and make the deposits within that time, they will be deemed to have refused the unit and the next application for the unit will be processed.

\*\*\*\*\* **IMPORTANT – INFORMATION REQUIRED TO COMPLETE YOUR APPLICATION** \*\*\*\*\*

**SOME PROOF OF IDENTITY IS REQUIRED PLEASE BRING A DRIVERS LICENSE OR STATE I.D.**

Please Print Name: \_\_\_\_\_

Please Sign: \_\_\_\_\_

Please enter Social Security Number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Date: \_\_\_\_\_

**We may need to contact you regarding the status of your application. How do you wish to be contacted?**

⇒ email address: \_\_\_\_\_

⇒ Mail: \_\_\_\_\_