

DEEMER'S LANDING LEASING GUIDELINES

1-APPLICATION PROCESS IS BASED ON THREE PARTS:

- a-employment verification and/or income verification**
- b-present and previous landlord verification**
- c-credit history and criminal background check**

2-APPLICANT MUST BE (21) YEARS OF AGE OR OLDER:

3- MUST SUBMIT WITH APPLICATION:

- a-two (2) current paystubs**
- b-must show photo ID to submit application**
- c-application fee – if applicable**

4- RENT SHALL NOT EXCEED 35% OF MONTHLY GROSS INCOME

5- MUST SUBMIT A HOLDING FEE OF \$99.00 TO HOLD AN APARTMENT:

The Holding Fee of \$99.00 is non-refundable after (5) days. Holding Fee is refundable ONLY: (a) application has been denied OR (b) apartment is not available upon scheduled delivery date OR (c) applicant cancels in WRITING within (5) days of submitting an application.

6-RENTER'S INSURANCE IS REQUIRED: Minimum of \$300,000 liability insurance must be maintained for the duration of residency.

7-TENANT'S ARE REQUIRED TO PAY GAS HEAT AND ELECTRIC.

8-ONCE APPROVED: Applicant must sign their lease at least three (3) days prior to move in date. Applicant will need the following documentation at lease signing: (a) Delmarva account number for gas heat (b) METER deposit receipt from Municipal Services for electric service (c) Proof of \$300,000 liability renter's insurance.

9-ANYONE (18) or older: that will be listed as an occupant on the lease must submit an application for the leaseholders file. All persons (18) or older must be screened before residing at our community. Deemer's Landing Apts reserves the right to deny an application if a criminal record is found. Anyone moving onto the property without our approval will be considered UNAUTHORIZED and will be asked to leave immediately.

I, the applicant, have read and understand the above outlined guidelines:

Name

Date

DEEMER'S LANDING APARTMENTS
RENTAL APPLICATION – Please Print

Desired Move In Date: _____ Size apt needed: 1B 2B 3B Floor: 1st 2nd 3rd

Lease Desired: STM ___ 12m ___ 15m ___ SP ___ Style Desired: CL M WJ O G S

Name: _____ JR SR III
Last First MI (Circle One)

SSN: _____ DOB: _____

Current Address:

Number and Name of Street

City, ST & ZC How Long?

Telephone# Cellphone#

Landlord:

Name of Landlord or Mortgage Co. Monthly Rent/Mort.

Telephone # Fax #

Previous Address:

(if less than two (2) years at current address)

City, ST & ZC How Long?

Employment History:

Current Employer Telephone #

Name of Supervisor Fax Number #

Date of Hire Position

Salary Per Year \$ _____ Paid: ___ Wkly ___ BiWkly

Other Income: \$ _____ ___ Wkly ___ BiWkly ___ Month

Emergency Contact:
(must be complete)

Name – Please Print

Address City and State ZC

Telephone# Relationship

1. Have you ever been convicted of or pleaded guilty or “no contest” to a felony (whether or not resulting in a conviction)? YES___ NO ___
2. Have you ever been convicted of or pleaded guilty or “no contest” to a misdemeanor involving sexual misconduct (whether or not resulting in conviction)? YES___ NO ___
3. How did you learn about us? Drive-by ___ Apts.com ___ *Tenant ___ Other: _____

Tenant Name and Address: _____

4. Any pets? ___ Yes ___ No How Many? _____ What kind? ___ Dog/s ___ Cat/s

5. _____

Breed	Age	Weight	Breed	Age	Weight
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Additional Occupants: (list everyone who will be living with you (including children):

Full Name	DOB	SSN	Relationship to you
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Occupants (18) years old or older must fill out an application.

Total Occupants: _____ Adults _____ Children _____

Application must be **FULLY COMPLETED** before processing can begin. Each applicant must attach a copy of their latest pay stub or signed employment verification on company stationary. Photo ID must be presented at the time of application being submitted. Application fee (if applicable) is: **NON-REFUNDABLE**.

No apartment will be held without a \$99.00 Holding Fee. Applicant has exactly five (5) days to cancel this application. (Must be in writing). If application is cancelled AFTER the five (5) day period – Holding Fee will be forfeited. **NO EXCEPTIONS.**

In the event that an application is denied by the lessor OR the applicant cancels (in writing) within five days, the holding fee will be refunded in full. Holding Fee is also refundable if apartment cannot be delivered by lessor on scheduled move-in date.

I have read, and I fully understand the terms and conditions set forth in this application. To the best of my knowledge and belief the information I have given is true and correct. I fully understand that my lease or rental agreement may be terminated if I have made any false or incomplete statements in this application. I hereby authorize verification of the information provided in this application from my credit sources, credit bureaus, current and previous landlords, employers, and/or personal references.

Signature of Applicant

Date