

# Haynes Manor Apartments

## APPLICATION FOR RESIDENCY

Date Applied: \_\_\_\_\_ Date wanting to move in: \_\_\_\_\_

Apartment Number Requested: \_\_\_\_\_

Total number of individuals who will occupy apartment: \_\_\_\_\_

Relationship of individuals that will occupy apartment: \_\_\_\_\_

**Referred by** \_\_\_\_\_ **of** \_\_\_\_\_ **(Complex)** \_\_\_\_\_ **(Unit#)** \_\_\_\_\_

### APPLICANT (1):

\_\_\_\_\_  
Name/Applicant (1) Social Sec # Age Birthday Phone #

\_\_\_\_\_  
Driver's License # Email

\_\_\_\_\_  
Address City, State Zip

\_\_\_\_\_  
Length of time at present Address Present Rental Amt

\_\_\_\_\_  
Person to Contact Phone #

\_\_\_\_\_  
Reason for leaving

\_\_\_\_\_  
Dependent Children: Yes No Names of children

\_\_\_\_\_  
Employer Position Held Time on Job Phone #

\_\_\_\_\_  
Employer Address, City and State Person to Contact

\_\_\_\_\_  
Salary \$ W M Y Other Income: \_\_\_\_\_

### APPLICANT (2):

\_\_\_\_\_  
Name/Applicant (2) Social Sec # Age Birthday Phone #

\_\_\_\_\_  
Driver's License # Email

\_\_\_\_\_  
Address City, State Zip

\_\_\_\_\_  
Length of time at present Address Present Rental Amt

\_\_\_\_\_  
Person to Contact Phone #

\_\_\_\_\_  
Reason for leaving

\_\_\_\_\_  
Dependent Children: Yes No Names of children

\_\_\_\_\_  
Employer Position Held Time on Job Phone #

\_\_\_\_\_  
Employer Address, City and State Person to Contact

\_\_\_\_\_  
Salary \$ W M Y Other Income: \_\_\_\_\_

**AUTOMOBILES**

Make	Style	Color	License Tag #
Make	Style	Color	License Tag #

**EMERGENCY NOTIFICATION**

Name	Address, City & State	Phone #
Relationship: _____ Father _____ Mother _____ Other (Explain): _____		

**UTILITIES**

All Utilities (Electric, Water, etc.) are paid by the tenant. Disconnection of any utility automatically constitutes abandonment of the premises.

**PETS**

**PETS ALLOWED ONLY with \$300.00 non-refundable pet fee.** Height, weight and other restrictions apply.

**RENT GUIDE LINES**

Late charges will be assessed for any monthly installment of rent not paid on or before the 5th day of each month, together with an additional fee per day for each day thereafter until the total amount has been paid in full, further, tenant is also liable to pay all cost of collection, collected after maturity or which may be necessary for the enforcement of any of the covenants, obligations, or conditions of this lease.

**LEASE INFORMATION**

All leases are for a period of six, nine, or twelve months. The lease shall be effective for a period of time beginning the first day of the month and ending the 29th of the last month, on or before 12:00 a.m., except the month of February in which the lease ends on the 27th of the month.

**INSURANCE**

Landlord is not liable for any damages to or loss of personal property in the demised premises or upon the complex property. All personal property of the Tenant kept on or within the complex shall be kept there at the risk of the Tenant only. It is the sole responsibility of Tenant to insure Tenant's personal property located or stored in the complex and Landlord will NOT provide fire or casualty insurance for Tenant's personal property.

**CREDIT REPORT**

I authorize, Haynes Manor, or its' agents, to obtain an investigative credit report in connection with this application, including, but not limited to credit history and rental history. I understand that this report may include information about my character, general reputation, personal characteristics and/or mode of living, and credit standing. I understand I can request the name of the reporting agency providing this information. We require verification of identity and income before an application is processed.

Signature/Applicant (1)	Date
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Signature/Applicant (2)	Date
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