

Steeple Crest Luxury Apartment Homes

Application For Residency

Office Use Only

Leasing Agent _____	Tour Agent _____	Today's Date _____			
Apartment _____	Rent \$ _____	Prorate \$ _____	Move in _____	Lease Term _____	
Floor _____	Number of Bedrooms _____	Square Footage _____	Deposit \$ _____	Build or Buy \$ _____	
Rent Grow _____	Conditional Deposit \$ _____	Pet Fee \$ _____	Broken into two payments _____	Pet Rent \$ _____	
May or may not be refundable \$ _____	Description of amount _____				
Unfurnished _____ or Furnished _____	Utilities included	<input type="checkbox"/> electric,	<input type="checkbox"/> waste and water,	<input type="checkbox"/> high speed internet,	<input type="checkbox"/> local phone
Total Concession for lease term \$ _____	which months will the concession be applied? _____				

1 - Applicant Information

*Each applicant over the age of eighteen (18) must have a separate application (\$45.00 fee per application)

First Name _____	Middle Name _____				
Last Name _____	Former last name (maiden) _____				
Former last name (married) _____					
Have you gone by any other name _____					
Marital Status _____	Single _____	Married _____	Divorced _____	Widowed _____	Separated _____
Spouse's name _____					
Social Security Number _____	Home Number (____) _____				
Work Number (____) _____	Cell Number (____) _____				
Emergency Number (____) _____	Date of Birth _____				
Drivers license # and state _____	or government photo ID card _____				
Are you a U.S. Citizen? _____	Do you or any occupant smoke? _____				
Email _____					
How would you prefer us to contact you? _____					

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Current Street Address _____ Apartment/ Suite _____

City _____ State _____ Zip Code _____

Time at current address years _____ month _____ Current Rent or Mortgage \$ _____

Mortgage Company, Property Management or owners name _____

Why are you leaving your current residence? _____

Previous street address _____ Apartment/ Suite _____

City _____ State _____ Zip Code _____

Time at previous address years _____ month _____ Rent or Mortgage \$ _____

Auto Type _____ Color _____ Make _____ Model _____ Year _____

Tag Number _____ State _____

Boat/Trailer/ Camper _____ Tag Number _____

Employer _____ Position _____

How long on the job? Year(s) _____ Months _____ Gross Annual Income \$ _____

Do you have any other income? _____ If yes please explain _____

How did you hear about Steeple Crest? _____

Are you active duty military? _____ If yes what is your rank _____ what group are you attached to/ your MOs _____

Are you retired military? _____ Are you a full time student? _____

Do you have rental insurance? _____ If not, do you plan to get rental insurance? _____

Have you been convicted of a crime? _____

Have you been: evicted or asked to move out? Declared bankruptcy? been charged, detained, or arrested for a felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or a sex crime that was resolved by conviction, probation, deferred, adjudication, court ordered community supervision, or pretrial diversion? Please indicate what year, location and charge _____

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We may need to discuss more facts before making a decision. You represent the answer "no" to any item not checked above.

Emergency Contact:

First Name _____ Last Name _____ Relationship _____

Home Phone (____) _____ Cell (____) _____

Contact of someone you're not related to:

First Name _____ Last Name _____ Relationship _____

Home Phone (____) _____ Cell (____) _____

Important information needed if 911 is called: _____

Were you referred to Steeple Crest? Yes No

If yes, by whom:

Name of locator or rental agency: _____

Name of friend who referred you: _____

Did you find us on your own? Yes No If yes, circle one: postcard – Fort Benning – Chamber

Columbus Ledger Enquire - Bayonet - Radio - Apartment Finder – Apartment Rental Book – Billboard -

Phone Book – steeplecrest.com – apartmentfinder.com – apartmentrentalbook.com – Direct Mailer

2 - Pet Information

Each pet must submit a nonreturnable photo.

Will you or any occupants have an animal? _____

First Pet Name _____ Pet Age _____

Pet Breed _____ Pet Weight _____

Spayed _____ Neutered _____ Declawed _____

Second Pet Name _____ Pet Age _____

Pet Breed _____ Pet Weight _____

Spayed _____ Neutered _____ Declawed _____

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3 – Household Composition

First Name	Last Name	Full Time Student	Date of Birth mm/dd/yyyy	Relationship	Social Security Number

4 – Three Personal References Needed

1) Name _____ Daytime Number _____

Relationship _____ - office use: _____

2) Name _____ Daytime Number _____

Relationship _____ - office use: _____

3) Name _____ Daytime Number _____

Relationship _____ - office use: _____

5) – Verification of Application (for office use only)

Verify Income listed from page 2 _____

Employment letter/ paycheck stub: _____ or spoke with _____ Date _____

Verify Employment _____

Letter: _____ or spoke with _____ Date _____

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6) – Acknowledgment

You declare that all your statements on this Application are true and complete. If you fail to answer any question or give false information, we may reject your application; retain all application fees and deposits as liquidated damages for our time and expense, and terminate your right of occupancy. Giving false information may be a serious criminal offense. In lawsuits relating to the application or Lease Contract, the prevailing party may recover all attorney's fees and litigation cost from the losing party. We may at any time furnish information to consumer reporting agencies and other rental housing owners regarding your performance or legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, the rules, and financial obligations.

I authorize Atchley Properties to obtain reports from any consumer or criminal record reporting agencies before, during or after tenancy on matters relating to a lease by Atchley Properties to verify, by all available means, the information in this application, including criminal background information, income history and other information reported by employer (s) to any state employment security agency. Applicants must sign and date application. Each person over eighteen must have a separate application.

By not taking possession of the assisted apartment you will forfeit your deposit and any other fees that you have paid.

Applicant Signature _____ Date _____

Atchley Properties Representative _____ Date _____

Property Manager Signature _____ Date _____