



Application Process (Documents needed with application):

- **Proof of Income – 3 Paystubs, tax return(if self employed), or some other proof of income**
- **Social Security Card**
- **Drivers Licences or State ID**
- **Application (Application needs to be filled out thoroughly with no blank spaces)**
- **\$20.00 Application Fee (Money Order or Cashiers Check Only)**

Security Deposit:

- **\$600.00 (Money Order or Cashiers Check Only)**
- **You can put a deposit down AFTER you get approved**

Pet Deposit is \$300.00 and Pet Monthly Fee is \$30.00

Office is located at : 925 North 43rd Street #K95

If you have any additional questions during the appliation process, please don't hesitate to contact the office at 701-775-0597. If you need anything to be printed, you may email it northdakotaprops@21alphagroup.com



HOLIDAY AIR, SKYLINE VILLAGE, UNIVERSITY HEIGHTS

RENTAL APPLICATION

The undersigned hereby makes application to rent property _____ located in Grand Forks, North Dakota 58203.

LANDLORD/MANAGER AND THE APPLICANT SHOULD READ AND COMPLETE THIS TOP PORTION OF THE APPLICATION BEFORE CONTINUING.

- Complete Sections A and C if you are applying for tenancy as an individual in your name and are relying on your own income or assets and not the income or assets of another person as a basis for consideration of credit worthiness.
 - Complete all Sections if you are applying for joint occupancy.
- Complete all Sections if you are applying for occupancy as an individual, but are relying on income from alimony, child support, or separate maintenance, or on the income of assets of another person. In Section B, provide information about the person on whose alimony, support or maintenance income of assets you are relying.
 - Each unmarried co-applicant that will occupy the property must file a separate application.
 - Each applicant shall submit, with the completed application, the fees identified below.
- This application is preliminary only and does not obligate the landlord to deliver possession or keys to the premises. No contract will be established between the parties until a lease agreement has been signed by all parties.

LANDLORD/ MANAGER

- | | | | |
|---|---|-----------------------------|----------------|
| 1. I will be requesting a "Credit Report." | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Fee: \$10.00 |
| 2. I will be requesting a "criminal background check" | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Fee: \$10.00 |
| 3. I will be requesting a "rental background check" | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Fee: \$00.00 |
| | | Total | <u>\$20.00</u> |

APPLICANT:

***As a part of the application process, I authorize the prospective landlord/manager to request the reports and checks as identified above; _____ Yes _____ No.**

Initials and date: _____

SECTION A – INFORMATION REGARDING APPLICANT:

Full Name: _____ Birthday ____/____/____
Phone Number: _____ Other Phone Number: _____
Email Address: _____
Social Security Number: _____ Drivers License Number: _____

CURRENT/PAST ADDRESS INFORMATION:

Present Address: _____
City: _____ State: _____ Zip Code: _____
Landlord Name: _____
Phone Number: _____
Lease Start Date: _____ Lease End Date: _____

Previous Address: _____
City: _____ State: _____ Zip Code: _____
Landlord Name: _____
Phone Number: _____
Lease Start Date: _____ Lease End Date: _____

EMPLOYMENT:

Present Employer: _____ Manager Name: _____
Phone number: _____ Years there: _____
Present Net Salary or Commission \$ _____ per month. Hours per month _____
Other income: _____
Sources: _____

Nearest Relative not living with you:

Name: _____ Phone: _____

REFERENCES:

Please fill in with 3 references that are not related to you:

Name: _____ Address _____ Phone _____
Name: _____ Address _____ Phone _____
Name: _____ Address _____ Phone _____

Are you a student: Yes _____ No _____ Full Time _____ Part Time _____

Automobile: Make _____ Model _____

Year _____ Color _____ State of Registration _____

Are you the co-maker on any loan or contract? () Yes () No

If yes To whom? _____

Are there any unsatisfied judgments or liens against you? () yes () No

If yes how much? _____

Have you been declared bankrupt in the last 10 years? () yes () No

If yes, where? _____ What year? _____

ACKNOWLEDGMENT AND AGREEMENT

The undersigned represents that all of the above statements are true and complete and hereby authorizes management, its employees and agents to contact and obtain information from any individuals or entities that may have information regarding credit history, banking information, employment and past residential arrangements of the undersigned. The undersigned hereby indemnify and hold management, its employees and agents and all other individual or entities contacted by management harmless from all causes of action, expenses, losses, damages of any kind arising from or related to information obtained regarding credit history, banking information, employment or prior residential arrangements of the undersigned. All persons will be treated fairly and equally without regard to race, color, religion, sex, familial status, handicap or national origin in compliance with the Fair Housing Act.

Applicant: _____

Date _____



RESIDENT SELECTION CRITERIA

Applications are considered on a first received, first reviewed basis. An application is required for all household members 18 years of age or older. Applicants will be screened and selected in full accordance with all federal, state, and local equal housing opportunity laws and requirements.

All applications will be screened using the following criteria:

- 1. Consumer Credit Reports: All applicants must demonstrate the ability to pay rent and make timely payments, verified by a consumer credit report and landlord references.**
- 2. Criminal Background Report: All applicants must demonstrate the ability to live in a drug – free environment verified through a criminal background report and landlord references.**
- 3. Landlord References: All applicants must demonstrate the ability to comply with all lease and community policies verified through references provided by your current and /or previous landlord.**

Reason for denial may include, but are not limited to:

1. Negative consumer credit report reflecting collections and /or a history of untimely payments.
2. Poor landlord references reflecting lease violation and /or history of untimely payments.
3. Eviction from any residence.
4. Criminal convictions, which involve drug-related activity, crimes against another person or destruction of property. Misdemeanor convictions within the last (12) twelve months.
5. Insufficient income, the total gross household income must meet or exceed twice the monthly rent amount.

Occupancy Guidelines

<u>Apartment Size</u>	<u>Maximum Occupancy</u>
One bedroom	2 People
Two Bedroom	4 People
Three Bedroom	6 People

EACH APPLICANT WILL PAY A NON-REFUNDABLE FEE OF \$20.00 AT THE TIME OF APPLICATION IS SUBMITTED

To reserve an apartment for 30 days or less before move in, Once an application has been approved, a Minimum of \$100.00 holding fee must be paid by money order or cashier's check. This fee will be applied to the security deposit at move in. This fee is non- refundable after three (3) business days from the date an application has been approved.

TO RESERVE AN APARTMENT FOR MOVE IN OVER 30 DAYS OUT, once an application has been approved, A full deposit holding fee must be paid by money order or cashier's check. This fee is non-refundable after (3) three business days from date an application has been approved.

(Applicant)

(Date)



Holiday Air Apartments, Skyline Village Apartments, University Heights Apartments

925 North 43rd Street K-95

Grand Forks, North Dakota 58203

701-775-0597