



1200 Broadway Street, Ann Arbor, MI 48105

RENTAL APPLICATION

Apartment Rent Amount Requested Lease Start Date
APPLICANT

Applicant Name (First, MI, Last) Individual Joint Guarantor

Social Security Number: Are you a U.S Citizen? Yes No Date of Birth:

Driver's License Number/State: Vehicle Make/Model/Plate #:

Address (Street, City, State, ZIP Code):

Reason for Moving: How did you hear about us?

Home Phone: Cell Phone: Work Phone:

Email Address (I give consent to contact me using my email address):

Have you ever been convicted of a felony? Yes No If yes, explain

Have you been sent to collections in the past 6 months? Yes No If yes, explain

Have you ever been sent to collections by a landlord? Yes No If yes, explain

Do you have any outstanding collection for more than \$500? Yes No If yes, explain

Have you ever been evicted? Yes No If yes, explain

Have you ever filed for bankruptcy? Yes No If yes, explain

Any current bills past due/ delinquent more than 30 days? Yes No If yes, explain

Are you currently involved in a foreclosure or have you been foreclosed on? Yes No If yes, explain

Own Rent From: To: Monthly Amount:

Present Landlord / Mortgagee: Landlord Phone:

How long have you lived at your current address? Date current lease expires:

EMPLOYMENT/INCOME INFORMATION

Employer: From: To:

Address:

Position / Title / Type of Business:

Gross Monthly Income: \$ Additional Monthly Income: \$

Human Resources Contact Name: Phone:

Email: (I give consent to contact my employer at the above information)

PERSON(S) TO OCCUPY THE APARTMENT IN ADDITION TO THE APPLICANT(S)

Name: Relationship: Date of Birth:

Name: Relationship: Date of Birth:

Name: Relationship: Date of Birth:

Pet: Yes No Type/Breed: Size/Weight:

IN CASE OF EMERGENCY: I hereby give consent to contact the individual below:

Local Contact Name: Relationship:

Address: Phone #:

ONLY COMPLETE THIS SECTION IF YOU ARE NOT A U.S CITIZEN

We require all applicants who are not U.S. citizens to complete this section. We are committed to compliance with fair housing law. Morningside Property Management, LLC does not discriminate based on race, color, religion, sex, national origin, handicap, or familial status. The purpose of this section is to verify you that you are lawfully in the United States, to determine whether your right to be in the United States expires during your Lease Agreement term, and to enable us to better cooperate with government officials in the performance of their duties, when requested. We do not anticipate sharing this information with anyone except government officials who may inquire about you.

Country of Origin: Place of Birth (Country, State, Province, etc.):

Country or Counties of Which You are a Citizen:

How Long Have You Been in the U.S: Passport # Passport Expiration Date:

Do You Have a Visa? Yes No If So, What Type? Student Work Visitor Other

Visa # Visa Expiration Date:

Please check the U.S Immigration & Naturalization Service (INS) document below that entitles you to be in the U.S.

(We may ask to make photo copies of these documents)

I-551 (Permanent Resident Card) I-688, (Temporary Resident Card) I-688A, (Employment Authorization Card)

I-94, (Arrival/Departure Record Form) Form/Card Number: Expiration Date:

ACKNOWLEDGEMENT AND AGREEMENT:

Landlord may refuse to rent to Applicant if any of the information provided herein is found to be untrue, and may terminate Applicant's tenancy if information provided herein is found to be untrue after renting to Applicant. If Landlord rents premises to Applicant, possession of the unit shall not be provided to Applicant until, in Landlord's sole discretion, the premises are ready for occupancy. Except as provided in the lease, the Landlord shall not be liable for damages in the event the premises are not ready for occupancy on the date prescribed in the lease, and Landlord shall not be liable for damages in any event where the premises cannot be occupied on the prescribed date because of causes beyond Landlord's control. I authorize the person to whom this application is made and any credit bureau, police department or other investigative agency employed by such person to investigate any references herein listed or statements or other data obtained from me or from any other source pertaining to my credit or financial responsibility. I also authorize the person to whom this application is made (including his or her agents) to obtain a copy of my credit report to assist in evaluating my application and, thereafter, to obtain and use in attempting to collect unpaid rent, late fees, or other charges from me. I CERTIFY THAT ALL OF THE INFORMATION I HAVE PROVIDED IN RESPONSE TO THE QUESTIONS CONTAINED IN THIS APPLICATION IS TRUE. I FURTHER CERTIFY THAT I HAVE READ THE CONDITIONS CONTAINED IN THIS APPLICATION FORM, AND THAT I UNDERSTAND THEM, AND THAT I VOLUNTARILY SUBMIT THIS APPLICATION. The administrative move-in/holding fee accompanying this application shall be retained by Landlord to hold the specified Apartment unit. If this application is rejected for any reason other than the falsification of information by the applicant, the foregoing holding fee shall be refunded to the undersigned within 30 days from the time you are notified of Landlord's decision. Otherwise, Landlord shall be entitled to retain the move-in/holding fee to cover Landlord's various costs of holding such unit and/or coordinating your move-in. If my application is accepted, I understand that I must execute a Lease Agreement within 48 hours from Landlord's in person, email, or telephone notification that my application has been accepted, or Landlord will not continue to hold a specific apartment for me. If my application is accepted conditionally, I understand that I must meet all conditional requirements within 48 hours from Landlord's in person, email, or telephone notification that my application has been accepted conditionally, or Landlord will not continue to hold a specific apartment for me.

Applicant's Signature: Date:

Management Representative Signature: Date: Time Received:

(OFFICE USE ONLY):

Approved Approved with Conditions Denied By: Date:

FUNDS COLLECTED: Application Fee: \$ Holding Fee: \$ Check #(s):

Landlord Verification: Verified By: Date: Spoke To:

Employer Verification: Verified By: Date: Spoke To:



RENTAL QUALIFICATION CRITERIA

1. Applicant must be of legal age, eighteen (18) years or older. Everyone who is residing in the apartment and is 18 years or older must submit a Rental Application.
2. Management requires a valid government issued photo ID. Management reserves the right to require other forms of identification.
3. Applicant's combined gross monthly income must equal three (3) times the market rent (not reduced for promotional rent).
4. Applicant with little or no income can satisfy the income standard by providing that they possess liquid assets equal to 2 years of rent obligation.
5. Management reserves the right to request proof of employment or income. This may include recent paycheck stubs, copies of social security checks, six months of bank statements, etc. If starting a new job, a letter of employment offer, or award letter may be required.
6. Applicant must submit to a credit check. If not in good credit standing, the result may be cause for rejection. Applicant may be denied if their credit history in the past two (2) years includes any of the following: bankruptcy, judgments, liens, or foreclosure. Applicant may also be denied for recent or outstanding collection activity, bad debt, late payments, or any collection by a landlord or utility company.
7. A co-signer may be accepted for lack of rental history, credit, or income. Co-signers will not be accepted as a substitute for negative rental or credit history. Co-signers are required to have a verifiable source of income with a gross monthly amount no less than three (3) times the market rental rate (not reduced for promotional rent). Co-signer must possess positive credit and rental/mortgage history. Co-signers will be listed on the Lease and be fully responsible for all terms and conditions. Co-signers must also submit to a credit and criminal background check.
8. Applicant must submit to a criminal background check. If applicant has been convicted of a felony offense involving violence or sexual misconduct within the past 10 years or is subject to a registration requirement under a State sex offender registration program, the application will be denied as these offenses pose substantial concerns for the health and safety of residents and employees.
9. Applicant must observe the following occupancy standards: 1 Bedroom and Studio Apartments, Maximum of two (2) occupants; 2 Bedroom Apartments, Maximum of four (4) occupants; 3 Bedroom Apartments, Maximum of six (6) occupants
10. Applicant must pay a \$65 non-refundable application fee per applicant/co-signer. The fee is required upon applying.
11. The administrative move-in/holding fee accompanying this application shall be retained by Landlord to hold the specified Apartment unit. If this application is rejected for any reason other than the falsification of information by the applicant, the foregoing holding fee shall be refunded to the undersigned within 30 days from the time you are notified of Landlords decision. Otherwise, Landlord shall be entitled to retain the move-in/holding fee to cover Landlords various costs of holding such unit and/or coordinating your move-in. Landlord reserves the right to approve the Rental Application conditionally based on the results of your rental screening with an additional administrative fee.
12. If Landlord rents premises to Applicant, possession of the unit shall not be provided to Applicant until, in Landlord's sole discretion, the premises are ready for occupancy. Except as provided in the lease, the Landlord shall not be liable for damages in the event the premises are not ready for occupancy on the date prescribed in the lease, and Landlord shall not be liable for damages in any event where the premises cannot be occupied on the prescribed date because of causes beyond Landlord's control.



13. You acknowledge that the Sales/Leasing agent assisting you with your rental application is not acting as your agent as they are an Agent of Morningside Property Management, LLC.

14. Applicants(s) acknowledge(s) that their lease application will be approved or rejected based on the information contained their rental application. Falsification of any information on the lease application will result in immediate rejection.

15. Applicant(s) also agree(s) to submit any documentation necessary to complete the lease application within twenty-four (24) hours of the application date. All information must be verifiable. If your application is accepted, you understand that you must execute a Lease Agreement within forty-eight (48) hours from Landlord's in person, email, telephone, or written notification that your application has been accepted, or Landlord will not continue to hold a specific apartment for you. If your application is accepted conditionally, you understand that you must meet all conditional requirements within forty-eight (48) hours from Landlord's in person or telephone notification that my application has been accepted conditionally, or Landlord will not continue to hold a specific apartment for you.

I authorize the person to whom this application is made and any credit bureau, police department or other investigative agency employed by such person to investigate any references herein listed or statements or other data obtained from me or from any other source pertaining to my credit or financial responsibility. I also authorize the person to whom this application is made (including his or her agents) to obtain a copy of my credit report to assist in evaluating my application and, thereafter, to obtain and use in attempting to collect unpaid rent, late fees, or other charges from me. I CERTIFY THAT ALL OF THE INFORMATION I HAVE PROVIDED IN RESPONSE TO THE QUESTIONS CONTAINED IN THIS APPLICATION IS TRUE. I FURTHER CERTIFY THAT I HAVE READ THE CONDITIONS CONTAINED IN THIS APPLICATION FORM, AND THAT I UNDERSTAND THEM, AND THAT I VOLUNTARILY SUBMIT THIS APPLICATION.

Applicant Signature

Applicant Signature

Printed Name

Date

Printed Name

Date

Applicant Signature

Applicant Signature

Printed Name

Date

Printed Name

Date