

New Address	Lease Terms	Deposit	Rate
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**Section One: Applicant Information – must be completed by each occupant over the age of 18**  
**NOTE: EACH ADULT MUST COMPLETE SEPARATE APPLICATIONS**

Name (Last, First, MI)		Email Address		Present Phone
Birthdate	Age	SSN# (Visual Proof)	Driver's License # (Visual Proof)	DL State
Present Address		City	State	Zip
Owner/Community:		Own / Rent: (circle one)	Monthly payment or rent:	Time there?:
Landlord Phone:	Do you have any pets?	How many?	Breed(s)?	Weight of Pet:
Number of persons To occupy the unit:	Adults?	Children?	Ages?	Expect to move in :
Have you ever been evicted? <input type="checkbox"/> No <input type="checkbox"/> Yes Year: _____		Do you understand that the security deposit is not to be used as the last month's rent? _____		
Have you ever been imprisoned? <input type="checkbox"/> No <input type="checkbox"/> Yes Reason: _____		Do you understand that the security deposit is a damage deposit and returnable only if lease period and terms are fulfilled and unit is left in good, clean condition? _____		
Have you ever filed for bankruptcy? <input type="checkbox"/> No <input type="checkbox"/> Yes Year: _____		Do you understand that no pets are allowed unless agreed to in the Lease Agreement? _____		

**Section Two: Employment and Income**

Current Employer:		Employer Phone:		
Employer Address:		City:	State:	Zip:
Job Description:	How long?	Full Time / Part Time (circle one)	Monthly Income:	

**Section Three: Emergency References & Personal Contact**

Emergency Contact Name: _____	Relationship: _____
Address: _____	Telephone: _____
Personal Contact Name: _____	Relationship: _____
Address: _____	Telephone: _____

**Section Four: Vehicle Information**

Year:	Make:	Model:	Plate # :
Year:	Make:	Model:	Plate # :

The undersigned does hereby consent that all information stated on this rental application may be verified and processed through a credit reporting agency and Primas Property Management LLC. This will include a credit, rental, employment and criminal report. I hereby release all parties from any liability in connection with the provision and use of such information. I understand that this application does not constitute any oral and / or written commitments on the part of the owner / agent. If I am accepted by this owner / agent, I hereby agree to the release of future rental payment history to credit agency.

**I understand and agree to the terms of attached statement of Rental Policy addendum to this application.**

A payment of \$35.00 per person is included herewith, which is made for the purpose of verifying the information included on this application. I understand this charge is not under any circumstance to be returned to me.

Signature of applicant:	Date :
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**Primas**  
**Property Management**

**Application Addendum**

**Please read, sign, and date this form and return it with your completed application:**

1. Upon submission of this application, I give Primas Property Management LLC (PPM) permission to complete a criminal background check, credit check, employment verification and rental verification.
2. I give PPM permission to contact any of my previous landlords to inquire about my residency and payment history.
3. I understand that my application fee(s) cover the cost of my background check and credit report and are non-refundable under any circumstances.
4. I understand that PPM will not share any information on my criminal background check or credit report with any other apartment complexes.
5. I understand that if my application is declined my Security Deposit will be returned to me in full.
6. I agree that if PPM approves my application, but I decide not to rent an apartment at Primas Property Management LLC, I will forfeit all rights to my Security Deposit.
7. I give permission to PPM to keep my Security Deposit in the event that I cancel my move-in or fail to appear on my Move-In date.
8. I give PPM permission to deposit my application fee and Security Deposit in the bank at any time before or after my Move-In date.
9. I confirm that all persons who will be residing in my apartment who are 18 or older have completed an application and will be listed on my lease
10. I understand that if I am approved for residency at PPM and my roommate is not, PPM may decline us both.

**By Signing this form, I acknowledge that I have read and understand it in its entirety.**

Name: \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

  
**Primas**  
**Property Management**

**Statement of Rental Policy Addendum**

11. **PPM.** Is proud to be an equal opportunity housing provider. We fully comply with the Fair Housing Act. We do not discriminate against any person because of race, color, religion, sex handicap, familial status, or national origin. We also comply with all state and local fair housing laws.
  
12. **Occupancy guidelines:** For your comfort and to comply with local zoning laws, we limit the number of people who may reside in an apartment to allow two persons per bedroom per unit.
  
13. **Application Process:** We will rent available apartments in the order that required information and all applicable monies are received. We evaluate every proposed application to Rent in the following manner: a proposed Application to Rent with all information filled out completely must be submitted, a non-refundable application fee and a full security deposit must be paid.
  
14. **Rental criteria:** to qualify for an apartment with Primas Property Management LLC., you must meet the following criteria.
  - a. **Income:** Your gross monthly income must be at least three times the monthly rent amount. Two most recent pay stubs or other sufficient proof of income will be required.
  - b. **Rental History:** You must have satisfactory rental references from your previous landlord(s). If you have ever been evicted or sued for any lease violations, we will reject your application
  - c. **Credit History:** Your credit must currently be satisfactory, based upon pre-set beacon scores set by the credit bureau.
  - d. **Criminal History:** We do criminal history reports at all locations. If you have ever been arrested for a felony, we will reject your application. If you have been arrested of any crime involving drugs, theft, or violence within the past five years, we will reject your application
  - e. **Guarantors:** If you do not meet one or more of the above criteria, you may be able to qualify for an apartment if you can get a third party to guarantee your lease. The guarantor's gross monthly income must be at least four times the monthly rent amount. In addition, the guarantor must pass the same application and screening process that you must pass.
  
15. **Security Deposit:** After getting approved, the security deposit must be made to hold the apartment for you. We will not hold a unit unless the security deposit is necessary. It is to be understood that the security deposit is to hold the unit until the move in date. It is non-refundable if you choose not to take the apartment.