

APPLICATION FOR RESIDENCY

EMAIL ADDRESS APPLICANT:				EMAIL ADDRESS CO-APPLICANT			
APPLICANT NAME			AGE	DOB	SS#		CELL PHONE #:
CO-APPLICANT NAME			AGE	DOB	SS#		CELL PHONE #:
RESIDENTIAL - List 3 year history. If additional space is needed, attach separate page.						HOME PHONE #:	
PRESENT ADDRESS <input type="checkbox"/> APARTMENT <input type="checkbox"/> LEASED HOME <input type="checkbox"/> OWN HOME <input type="checkbox"/> OTHER							
1	STREET ADDRESS			APT#	CITY		STATE ZIP HOW LONG?
	LANDLORD/MORTGAGE NAME & ADDRESS				CITY		STATE ZIP PHONE ()
2	PREVIOUS ADDRESS <input type="checkbox"/> APARTMENT <input type="checkbox"/> LEASED HOME <input type="checkbox"/> OWN HOME <input type="checkbox"/> OTHER						
	STREET ADDRESS			APT#	CITY		STATE ZIP HOW LONG?
3	LANDLORD/MORTGAGE NAME & ADDRESS				CITY		STATE ZIP PHONE ()
	PREVIOUS ADDRESS <input type="checkbox"/> APARTMENT <input type="checkbox"/> LEASED HOME <input type="checkbox"/> OWN HOME <input type="checkbox"/> OTHER						
STREET ADDRESS			APT#	CITY		STATE ZIP HOW LONG?	
OTHER OCCUPANTS (List all others who will occupy the dwelling): NAME, AGE, DATE OF BIRTH AND RELATIONSHIP							
Legal Name:		Age:					Relationship:
Legal Name:		Age:					Relationship:
Legal Name:		Age:					Relationship:
Legal Name:		Age:					Relationship:
EMPLOYMENT/INCOME							
NAME OF EMPLOYER				ADDRESS (COMPLETE)			EMPLOYMENT INCOME
HOW LONG?	PHONE ()	POSITION	SUPERVISOR				
ANNUAL INCOME FROM OTHER SOURCES							
SOCIAL SECURITY		PENSION AMOUNT AND COMPLETE ADDRESS			ALIMONY	OTHER (List source and amount)	
NAME OF EMPLOYER				ADDRESS (COMPLETE)			EMPLOYMENT INCOME
HOW LONG?	PHONE ()	POSITION	SUPERVISOR				
ANNUAL INCOME FROM OTHER SOURCES							
SOCIAL SECURITY		PENSION AMOUNT AND COMPLETE ADDRESS			ALIMONY	OTHER (List source and amount)	
EMERGENCY CONTACT NAME			ADDRESS			PHONE	RELATIONSHIP
PET #1			DESCRIPTION			POUNDS	
PET #2			DESCRIPTION			POUNDS	
IDENTIFICATION							
To ensure the safety of our employees and residents we require presentation of identification during our application process. Please bring and present identification when visiting the property for application or when executing a lease after internet approval. We do not accept expired documentation. The following is a list of acceptable documents to provide proper identification for each potential lessee:							
State Driver's License or State/Federal Issued Photo ID		U.S. Passport		Military/Government Issued Photo ID		Student or Employment ID with Photo (that matches employment or school identified on application)	
Permanent Resident Card or Alien Registration Card			Dept Homeland Security (DHS) Employment Authorization Document				
<i>If Photo ID can not be presented, then the applicant must provide at least three (3) of the following five (5) documents:</i> <small>(Persons who have a religious objection to being photographed can provide document information as outlined below)</small>							
Birth Certificate	Social Security Card	Paycheck/Government Check (that matches employment or school identified on application)		Naturalization Document	Court Record of Adoption, Name Change, Divorce, Separation, Paternity		
Native American Tribal Document		Voter's Registration Card					
AUTHORIZATION/SIGNATURE(S)							
I/We authorize you to obtain an investigative Credit Report and Criminal Background History in connection with this application. I understand that this information will be used to determine eligibility for residency and may include information as to my character, general reputation, personal characteristics and/or mode of living, credit standing and criminal history, if any. I understand I may request the name of the credit-reporting agency providing credit history information. I also understand and agree that by authorizing these investigative reports I am waiving any right to privacy which may exist under federal, state or local law as to my criminal, credit and/or eviction history.							
I have read this Application and I hereby state and represent that the information provided by me in this Application is complete and accurate, and I acknowledge and agree that in the event I enter in a lease with Core Property Management that lease may be cancelled by Lessor in the event any of the information provided by me in this Application, or any other document furnished by me, is materially inaccurate or incomplete. I understand that the Rules and Regulations are adopted for the benefit of all tenants and proper operation of the property and I agree that the tenancy will be subject to them.							
Signature of Applicant:						Date:	
Signature of Applicant:						Date:	

CORE PROPERTY MANAGEMENT INC

536 WEST CHESTNUT ST *JUNCTION CITY, KS 66441

Have you ever	Been sued for non-payment?		Declared bankruptcy?	
	Been asked to move out?		Broken a rental agreement?	
	Been sued for damage to property?			
Have you ever had an eviction filed against you?		Yes	No	If yes Explain...
Name of Bank 1:		Type of Account 1		Type of Account 2
Name of Bank 2:				
Your Vehicle Info: Make:		Model:	Color:	State:
Plate #				
Have you or any occupants ever been arrested for, convicted of, put on probation for, or had adjudication withheld or deferred for a felony offense?			If yes, please explain	
Yes			No	

DEPOSIT

The sum of \$ _____ check, is deposited. If this application shall be approved, I agree that the money deposited shall apply toward my security deposit in the amount of \$ _____ and that I will enter into a lease on your standard form. Should this application be cancelled by applicant after 72 hours after receipt of deposit. **Deposit will NOT be refunded.** Refunds will be mailed from the home office within 15 days of written notice of cancellation. (A non-refundable application processing fee of \$ 25.00 per person will be charged the day the application is completed.)

I understand that the rental rate quoted on this application is only guaranteed for a period of **N/A** days from the date of this application. I further understand that the apartment assigned to me cannot be held past the anticipated move in date.

RENT AUTHORIZATION

I(we) _____, hereby apply to lease house located at _____ commencing _____, 20 __, the monthly rental of \$ _____ which includes the following:

Basic Rent	\$	Pet Deposit	Refundable	\$	Non-refundable	\$		
Other Fees						\$		
Receipt #:		Date Received:						
Signature of Applicant:		Date:						
Signature of Applicant:		Date:						
PM Signature:		Date:						

OFFICE USE ONLY

RESIDENTIAL HISTORY

Name of Company	Phone	Contact/Title	Payment History/Rent	Problems?	Move in/out Dates	Rent again?	Date

Comments: _____

Completed by: _____ PM Authorization: _____

EMPLOYMENT INCOME

	Applicant's Name	Company Name	Phone	Contact/Title	Annual Income	Permanent/Temp?	Date
Employment							
Employment							
Employment							
Social Security							
Alimony/Support							
Pension							
Other							
Other							

Comments: _____

Completed by: _____ PM Authorization: _____

CREDIT/CRIMINAL SCREENING

Credit	Completed by:	Approved	Denied	Date
PM Authorization:	Basis for Denial:			
Criminal	Completed by:	Approved	Denied	Date
PM Authorization:	Basis for Denial:			

IDENTIFICATION

ID Viewed by:	Type of ID Viewed	Type of ID Viewed
Type of ID Viewed	Type of ID Viewed	Type of ID Viewed

ADDITIONAL COMMENTS