Bishop Berkeley Apartments

Rental Application Process Disclosure

The property manager will be happy to show you available apartments at no cost to you. If you decide to apply for an apartment, please be advised of the following:

Applications

All adults over the age of 18 who intend to occupy an apartment must submit a fully-completed, dated and signed, rental application form and an application processing fee. Applications typically takes three (3) days to review. Contacting condo associations, home owners, or searching out-of-state references or records, or other unforeseen circumstances, may take longer. Applicants will be contacted as soon as approval or denial is determined.

Criteria

All applicants are considered with respect to the following criteria:

- 1. Willingness and ability to pay rent. (Includes credit scores and employment/income references.)
- 2. Willingness and ability to learn and observe the Building Policies. (Includes prior rental/roommate references.)
- 3. Willingness to act and work with management and other residents in a respectful and co-operative relationship.

Costs

- Each applicant must submit a completed and signed application form, show government-issued picture identification (will be copied), submit proof of income, and pay a non-refundable \$40.00 application fee.
- All intended residents of any apartment must submit all of these items.
- If an applicant is unable to pay rent a co-signer deemed acceptable by management is required.
- Management-authorized co-signers must submit completed applications, documents, and application fees.
- Incomplete or unsigned applications or applications without an application fee will not be considered.
- Approved new residents will pay a 60.00 lease closing fee for time spent preparing the lease, discussing the lease and Building Policies, and orienting new residents to features of the apartment, building, and facilities.

Processing

Upon receipt of your completed rental application and application fee you can expect and hereby authorize that we: (1) may check your credit report; (2) may check public records for past evictions; (3) may verify your Employment; (4) may contact and question your previous landlord(s), roommate(s) and references; and (5) may perform a criminal background check. We suggest that you not apply if you know that you do not meet the resident selection criteria given above. Co-signers or adverse actions may be considered on an individual basis.

Selecting from Multiple Applicants

More than one application may be accepted from unrelated individual applicants for the same apartment at approximately the same time. All such applications will be processed for consideration as to whom management—in its sole discretion—deems the most suitable resident; not necessarily the first to submit an application. Because time and expenses are required to evaluate applications and run credit and criminal reports, all application fees are non-refundable. If your application is acceptable, but is not approved for the apartment for which you are applying, you may apply for another available apartment without paying another application fee—for as long as all data and facts in your submitted application remain current and true.

Approval

Once you have been notified of your approval, you must pay the security deposit within 48 hours of notification. Make Security Deposit and Rent checks payable to: **Davaly Properties, LLC**

Please fill	l out all relevant portions of the next two pages. Be sure to sign and date the secon	d page!			
These provisions and conditions have been Read and Understood by:					
Name:		Date:			
S	Signed Name of Applicant - this signature is required in order to procede				

Bishop Berkeley Apartments

New Resident and Co-signer Application

Instructions: Complete all sections. ♦ Check all information for accuracy. ♦ Sign second page.

Date:

LAST FIRST MIDDLE INITIAL BIRTHDATE SOCIAL SECURITY NUMBER E-mail			FOR OF	FICE US	E ONLY	, <u> </u>					
Roommates and/or Co-signers must complete separate applications. Please complete all sections! Applicant Name	Credit Access Code:		Leasing .	Agent:	Glen K	Cohler		Unit #.	:		
Applicant Name	Size of Unit: 1	Lease/Agreement Term: through 5/31 c	of the followi	ng year	Estima	ted Move-i	n Date:				
LAST FIRST MIDDLE INITIAL BIRTHDATE SOCIAL SECURITY NUMBER E-mail	Roomma	ates and/or Co-signers must co	mplete sep	oarate ap	oplication	ıs. Pleas	e comple	ete all sec	tions!		
Daytime Phone # () Single Married	Applicant Name						D.O.B				
Spouse Name		FIRST	N	MIDDLE IN	IITIAL		BIRTI	HDATE	SOC	IAL SECURITY	
Apartment to be occupied by: Have you ever been party to an Eviction? Yes No Convicted of a Crime? Yes No Ob you have renter's insurance? Yes No No No No No No No N	E-mail	Daytime Phone #	()_			_ Single		Married			
Apartment to be occupied by: Have you ever been party to an Eviction? Yes No Convicted of a Crime? Yes No O you have renter's insurance? Yes No No Do you have renter's insurance? Yes No No No No No No No N	Spouse Name	FIDOT		AL ODAA	UDEN	_D.O.B	DIDT.	1D V T C			
Apartment to be occupied by: Have you ever been party to an Eviction? Yes No Convicted of a Crime? Yes No Do you have renter's insurance? Yes No Applicant present address Apt # City State Zip	LASI	FIHST					ынП	IDAIE	SUC	MAL SECURITY N	OIVIBEF
Have you ever been party to an Eviction? Yes No Convicted of a Crime? Yes No	\nartment to be occur-	ied by:									
Filed Bankruptcy? Yes No Do you have waterbed furniture? Yes No Do you have renter's insurance? Yes No Applicant present address Apt # City State Zip From To Present landlord Day # ()		•							aile et t	he hottom of	200.0
Applicant present address											aye 2
Reason for moving											
Moving Date Applicant former address											
Applicant former address											
Rent Rent	Reason for moving							Moving	Date _		
Moving Date Spouse if different	Applicant former address	3		Apt #		_ City			_ State	Zip	
Spouse if different	-romTo	Former landlord _				Day # (()			Rent \$	
EMPLOYMENT / INCOME EMPLOYMENT / INCOME Present employer City State Tel # ()	Reason for moving							Moving	Date		
EMPLOYMENT / INCOME Present employer City State Tel # () Position Employed from to Mo. Income Supervisor Previous employer City State Tel # () Position Employed from to Mo. Income Supervisor Spouse employer City State Tel # () Position Employed from to Mo. Income Supervisor Additional income (scholarships, child support, alimony, separate maintenance, etc.) only list if such additional income is needed to prove your ability to pay rent	Spouse if different			Apt #		_City			_State	Zip	
Present employer City State Tel # ()	.andlord name					Day # (()			Rent \$	
Present employer City State Tel # ()		EN	1PLOYMEN	IT / INCO	ME						
Previous employer City State Tel # () Position Employed from to Mo. Income Supervisor Spouse employer City State Tel # () Position Employed from to Mo. Income Supervisor Additional income (scholarships, child support, alimony, separate maintenance, etc.) only list if such additional income is needed to prove your ability to pay rent	Present employer		_ City			_ State _		Tel # ()		
Position Employed from to Mo. Income Supervisor Spouse employer City State Tel # () Position Employed from to Mo. Income Supervisor Additional income (scholarships, child support, alimony, separate maintenance, etc.) only list if such additional income is needed to prove your ability to pay rent	osition	Employed from	_ to		Mo. Inco	me	Supe	ervisor			
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Position Employed from to Mo. Income Supervisor Additional income (scholarships, child support, alimony, separate maintenance, etc.) only list if such additional income is needed to prove your ability to pay rent	osition	Employed from	_ to		Mo. Inco	me	Supe	ervisor			
Additional income (scholarships, child support, alimony, separate maintenance, etc.) only list if such additional income is needed to prove your ability to pay rent	Spouse employer		_ City			_ State		Tel # ()		
	Position	Employed from	_ to		Mo. Inco	me	Supe	ervisor			
Source Amt. of \$'s Per Applicant	\dditional income (scholarsh	hips, child support, alimony, separate ma	ıintenance, et	c.) only list	t if such ad	ditional inco	ome is nee	ded to prove	your abili	ty to pay rent	
	Source	Amt. of \$'s			_Per		_ Applica	ınt			

Biship Berkeley Apartments • New F	Resident and Co-	-signer Applicatio	n Form • page 2		
Are you self-employed? Yes	□ No C	Corporation	Proprietorship [♦ If self-employed pr	ovide a copy of last tax return
Type of business	Years oper	rated	Net income \$	Bus. Landlord _	
Business address				Tel # ()	
		MISCELLA	ANEOUS DATA		
DLN # & State	(Car model/yr		License #	State
In case of emergency notify: Na	me			Relationship	
Address				Tel # ()	
SIGNATURE					
is required to process this appropriate correctness of these statement such other information which lar it can be processed. Any false in rental agreement.	s, obtain credi ndlord or agent	it reports, to co	ommunicate with my evaluate this applic	our employer and creation. This application r	ditors, and to procure nust be signed before
ApplicantSignature				Date	
Signature				Duto	
Further explanations/notes:					