

The Pointe at Adams Ridge Rental Acceptance Guidelines

In order to provide the best living conditions for our residents, the following policies are adhered to at The Pointe. It is our policy to offer equal housing for all people regardless of race, color, religion, sex, sexual orientation, national origin, handicap status, familial status, or any other state or locally protected classification. Applicants for Condo homes will be accepted on a first come, first serve basis and are subject to the availability of the particular Condo type requested. "Available" Condos include those for which we have notice that the existing tenant intends to vacate on or about a certain date. Circumstances not under management control may delay the date of availability which management may believe the Condo would be ready for a new tenant. Whether a condo is ready for a new tenant can change significantly within several hours or days. All applicants are subject to approval through an outside Application Processing Agency. Approval/Denial is based on a point system.

There is a \$50.00 per person application fee.

The security deposit is equal to 1 month's market rental rate. Additional deposits may be required depending on current credit score.

Occupancy Standards: The maximum occupants per unit are as follows:

2 people in a 1 bedroom

4 people in a 2 bedroom

6 people in a 3 bedroom

Income:

Household income must meet a minimum of three (3) times the monthly rental rate. Applicants must be employed or provide proof of income. If employment is less than six months, previous employment will be verified. We will accept 2 current pay stubs or the prior year's W2. We will also accept an offer letter detailing salary on a verifiable letterhead. Proof must be given for income that cannot be verified.

Rental History:

Two years previous rental/mortgage history will be verified and in good standing.

Credit/Criminal History:

A complete credit history will be obtained from the Credit Bureau. A good credit history will not include bankruptcy (must be discharged), judgment from another community or late payments during the previous year.

Applicants may be denied if convicted of a felony or misdemeanor, including but not limited to crimes involving firearms, drugs, theft, destruction of property, crimes against a person or any crimes involving a minor.

Pets:

There is a STRICT 2 pet per condominium limit

A pet deposit of 1 month's rent is required for each pet.

All applicants and occupants over the age of 18 are required to be listed as a leaseholder, complete a rental application and qualify under the standards established for the community. Applications expire after 30 days from the date of completion. If after 30 days, a new application must be completed, and a new application fee must be paid. Falsification of any information on the rental application, negative reporting on any of the above listed items or insufficient information may result in denial of application.

YOUR SIGNATURE BELOW ACKNOWLEDGES YOU HAVE READ AND UNDERSTAND THIS DOCUMENT

Applicant _____ Date _____

Applicant _____ Date _____

THE POINTE AT ADAMS RIDGE APPLICATION FOR RESIDENCY
(Each co applicant must submit a separate application)

Date _____ Unit # _____ Unit Type _____

Monthly Rent _____ Move In Date _____

Name: _____ Date of Birth _____

SS# _____ Marital Status _____

Driver License # _____ State _____

Phone Number _____ Email _____

Spouse's Name _____ Date of Birth _____

Driver License # _____ Sate _____

SS# _____

Phone Number _____ Email _____

Other Occupants:

Name: _____ DOB _____ SS# _____

Name: _____ DOB _____ SS# _____

Name: _____ DOB _____ SS# _____

Do you have any pets: YES { } NO { } How many _____ Type _____

Breed _____ Weight _____ Color _____

Present Address _____

Dates From/To _____

Present Landlord _____

Present Landlord Phone/Email: _____

Monthly Payment: _____

Past Address _____

Previous Landlord _____

Phone #/ Email _____

How long at this address _____

Please answer the following:

Have you or any prospective co-tenants:

Been evicted from any lease premises: YES { } NO { }

Broken any rental Agreement or Contract: YES { } NO { }

Filed Bankruptcy: YES { } NO { }

Been delinquent with rent payments or other financial obligations: YES { } NO { }

Been convicted of a felony: YES { } NO { }

If yes to any of the above, please

explain _____

Present Employer _____

Current Position _____

Business Address _____

Business Phone _____

Supervisor _____ **Employed Since** _____

Gross Monthly Salary _____

Past Employer _____

Past Position _____

Business Address _____

Business Phone _____

Supervisor _____ **Employed Since** _____

Gross Monthly Salary _____

Spouse's Employer _____

Current Position _____

Business Address _____

Business Phone _____

Supervisor _____ **Employed Since** _____

Gross Monthly Salary _____

Emergency Contact Name _____

Relationship _____ **Phone#** _____

I understand that the application fee is a non refundable payment for a credit check and a processing charge for this application. Such sum is not a rental payment or a security deposit. Until approval of application or commencement of occupancy, there is no landlord/tenant relationship between parties. This amount will be retained by management to cover the cost of processing the application as furnished by the applicant: any false information will constitute grounds for rejection of application. After commencement of approved tenancy, should management determine any of the information within this application is false, such determination shall be deemed a material, non-curable breach of the lease/rental agreement by tenant.

I understand the deposit and fees to be: Security Deposit _____ Application fee _____

I hereby deposit \$ _____ with management as a good faith deposit, in connection with this application for residency, toward these charges. The undersigned hereby requests the information on this application to be true and correct. All persons or firms named may freely give any requested information concerning me, and I hereby waive all right of action for any consequence resulting from such information.

If for any reason Management decides to decline my application, then management will refund this good faith deposit to me. Applicant and manager agree that it is difficult to ascertain the exact monetary losses the manager will suffer in the event the Applicant fails to occupy the premises on the agreed upon date after this application is approved by the manager. Therefore, if this application is approved and I fail to occupy the premises on the agreed upon date, except for delay caused by construction or the holding over of a prior resident, I understand that Management will assess damages against the deposit sum equal to half (50%) of one month's rent for the apartment I agreed to occupy. Should the information provided herein constitute, in Management's sole discretion, an increased risk of tenant default in the performance of tenancy, Manage reserves the right to increase the applicant's security deposit prior to acceptance of application.

Applicant Signature _____ **Date** _____

Co-Applicant Signature _____ **Date** _____

THE LEASE AGREEMENT WILL NOT BECOME EFFECTIVE UNTIL THIS APPLICATION HAS BEEN APPROVED BY MANAGEMENT

Residence Verification Form

Name: _____ SS# _____

Address _____

City: _____ State _____ Zip _____

Signature _____

This form releases the source listed below to release information requested on this verification form

Residence Verification Contact _____

Email: _____ Phone# _____

Address _____

To be completed by current Landlord:

Dates of residency: From _____ to: _____

Monthly rent payment _____

Was resident ever late with payment YES { } NO { }

If yes, how often _____

Would you rent to this person again? YES { } NO { }

Additional comments, if any _____

Signature _____

Please fax completed form to 724-742-9429 or email adamspointe2017@gmail.com

Please call 724-742-9200 if you have any questions

Employment Verification Form

Name: _____ SS# _____

Address _____

City: _____ State _____ Zip _____

Signature _____

This form releases the source listed below to release information requested on this verification form

Employment Verification Contact Name _____

Employer _____

Email: _____ Phone# _____

Address _____

To be completed by current Employer:

Dates of Employment: From _____ to: _____

Current Position _____

Current Gross Salary _____

Is employee entitled to any other compensation YES { } NO { }

If yes, please specify _____

Additional comments, if any _____

Signature _____

Please fax completed form to 724-742-9429 or email adamspointe2017@gmail.com
Please call 724-742-9200 if you have any questions

