

THE PINES APARTMENTS
238 SW GAGE BLVD., #101
TOPEKA, KS 66606
785-234-6060(Tel)/785-232-9789(Fax)

Desired Date of Occupancy:		Apartment #:		Date:	
Last Name:	First Name:	Middle Name:	DOB:	Social Security #:	
Single ()		Married ()		Divorced ()	
				Separated ()	
List ALL other occupants and relationship to above (spouse, son, daughter, friend, etc.)					
Last Name:	First Name:	Middle Name:	DOB:	Social Security #:	Relationship:
All occupants must be listed; anyone not listed and found living in the apartment will be grounds for eviction.					
Wife's maiden name: _____ All occupants except spouse and children must complete a separate application					
Have you or co-applicant ever been convicted of a crime or currently have charges pending? Yes or No?					
Do you have a pet? Yes or No Breed: _____ Height: _____ Weight: _____					
Have you ever broken a lease? Yes or No? Please Explain:					
PLEASE GIVE YOUR RESIDENCE HISTORY FOR THE PAST 3 RESIDENCE (Beginning with most current)					
Current Address:				Monthly Rent: \$	
Move In Date:		Reason for moving:			
Owner/Agent:			Phone:		
Previous Address:				Monthly Rent: \$	
Move in/out dates:		Reason for moving:			
Owner/Agent:			Phone:		
Previous Address:				Monthly Rent: \$	
Move in/out dates:		Reason for moving:			
Owner/Agent:			Phone:		
PLEASE LIST YOUR EMPLOYMENT INFORMATION					
Employer					
Start Date:		Job Title:			
Supervisors Name:			Phone:		
Salary: \$ _____ per _____					
Previous Employer:		Dates Employed:		Phone:	
Spouse's Employer:					
Start Date:		Job Title:			
Supervisors Name:			Phone:		
Salary: \$ _____ per _____					
Previous Employer:		Dates Employed:		Phone:	
AUTO REPORT					
Make of automobile	Year	Tag Number	State	Color	
All vehicles must be registered with the office. We do not allow in-operable vehicles on the property.					
EMERGENCY INFORMATION: In case of an emergency, notify:					
Name:		Relationship:	Address:		Phone:
CHARACTER REFERENCES (other than family):					
Name:		Address:			Phone:

APPLICATION AGREEMENT

1. Applicant has paid a holding fee of **\$200.00** and a non-refundable fee of **\$30.00**, receipt of which is hereby acknowledged. The **\$200.00** holding fee is held as a non-interest bearing earnest fee. In the event the application is approved and applicant fails or refuses to enter into the contemplated lease the owner shall retain the holding fee to cover cost of taking and processing this application, as well as rent losses, unless cancellation is within the three (3) day grace period. When so approved and accepted I agree to execute a lease for Six (6) or Twelve (12) months before possession is given. In the event this application is disapproved, or for any other reason for which owner is responsible the lease agreement is not consummated, this holding fee will be returned to applicant. This application is made with the understanding that it is subject to acceptance by the owner and subject to execution by a legal representative of said Company and delivery of a lease covering said premises.
2. I recognize that as a part of your procedure for processing my application, an investigative consumer report may be prepared whereby information is obtained through personal interviews with my neighbors, friends, and others with whom I may be acquainted. This inquiry includes information as to my character, general reputation, personal characteristics, and mode of living. I understand that I may have the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation.
3. If applicant has not received notice of approval within one working day, applicant shall be responsible for contacting owner's representative for approval or non-approval.

Applicant states that he/she has **NO** citations or convictions in the last seven years for crimes including but not limited to **POSSESSION OF DRUGS WITH THE INTENT TO DISTRIBUTE, RAPE, ASSAULT, CHILD MOLESTATION, BURGLARY, OR MURDER**. No citations, in the past year, for **POSSESSIONS OF A CONTROLLED SUBSTANCE** (illegal drugs) or **DOMESTICE VIOLENCE** will be permitted.

By signing below I/We declare the information given on this application to be true and correct. I give permission for any and all information on this application to be verified. Any information found to be false will be reason to deny application and retain application fee and/or terminate residency if information is found to be false after acceptance by the Owner/Management.

Signature of Applicant

Signature of Spouse

Date: _____

In case Management has any questions about this application, please give phone numbers where you can be located:

DAY: _____ NIGHT: _____

This application is received without respect to race, creed, color, national origin or family status.

LEASE INFORMATION

(This is to be filled in by The Pines Management)

Holding Fee: \$ _____ Pet Deposit: \$ _____ Total Holding fee/Deposit: _____

Apartment Rent: \$ _____ Pet Fees: \$ _____ Other: \$ _____ Total Monthly Rent: \$ _____

Apartment Address: 234/238 SW Gage Blvd., Topeka, KS 66606 Apartment #: _____

Rent to be paid at: Onsite Manager's Office or in the drop box in the office door Total # of occupants: _____

Name of all residents who will sign the lease: _____

Move-In Date: _____ Lease Term (Dates): _____ Pro-rate for first month: \$ _____

Rental Due Date: **First (1st)** Late Charge Date: **Fifth (5th)** Late Fee: **Thirty Dollars (\$30.00) plus \$2.00/day thereafter**

Returned Check Charge: **Twenty-Five Dollars (\$25.00)** Agreed charge for cost of re-letting: **Two Hundred Dollars (\$200.00)**

Utilities paid by owner () electricity (X) water (X) sewage (X) trash

Owner's permission must be obtained for guests staying longer than **SEVEN (7)** days.

Resident must give 30 days written notice of intent to move.



Screening Reports, Inc.
729 N Route 83 Suite 321
Bensenville, Il 60106
Toll-Free Phone (866) 389-4042
Toll-Free Fax (866) 389-4043.

I authorize Screening Reports, Inc. (SRI) to do a complete investigation of all information provided on application. I have personally filled in and/or reviewed all information listed on application. A complete investigation may include any or all of the following: Credit Report, Criminal Record, Rental History References and Personal Interviews with references. I acknowledge that SRI provides reports to apartments and does not participate in the approval or denial process. I acknowledge that SRI monitors criminal activity and reports it promptly to the community. My signature(s) below authorizes all entities listed on application to release rental, job history (including salary) and criminal record information.

Applicant Name

Social Security #

Date of Birth

Applicant Signature

Today's Date