

R-House-4U Ltd. 419-908-5461

Online Application is \$10 off the Total app. fees w/ completed apps. brought w/ you at your first showing

These are the guidelines we use when screening an application. Please do not fill out an application if you can not meet these guidelines each adult applies separately unless married for over 2 years.

1. The application fees are (\$25.00 for the first and \$15.00 for each additional applicant over 18) plus any holding fees of (\$30.00 minimum), all must be **paid in cash**. The application fee is not refundable after the application has been screened.
2. The number of tenants per apartment is 2 persons per bdrm. maximum.
3. We must call your last 3 landlords or all the landlords from the last three years.
4. ****We can not rent to anyone who has been evicted in the last 3 years.****
5. ****We can not rent to you if you've had your current job for less than 3 months or had more than 6 jobs in the last 3 years.****
6. We must verify your employment for the last 3 years.
7. If you don't have an employer, you must show proof of your income.
8. Your gross monthly income must be more than 3 times the rent and the total of all your monthly payments including rent & utilities must not exceed 60% of your gross income.
9. We will obtain a credit report on each adult applicant. *If there are collections listed, we can't rent to you until they are cleared up.
10. ****If you can not meet all the above conditions, we still may choose to rent to you if you get a good cosigner and/or pay last months rent in advance, landlord may use his own judgment as to except high-risk tenant. ****
11. We must receive the full rent and deposit in advance.
12. If you have any Pets, A/C units, W/D, or Freezer, please tell us before you apply.
13. If we find *false information* on the application, we will not accept the applicant.
14. We would like to rent all apartments as soon as possible, the *more information* we have the quicker and easier it will be for us to make a decision. We will notify you with a response within 48 hrs over the phone *w/ proper info*. Explanation in writing per request.
15. **** We require at least a one year or more lease w/ No leases ending Nov.- Feb. ****
**** Short term lease? Ask first.**
16. Our office doesn't accept cash **except** for the: Application fee, Holding fee, First and Last Months Rent. All payments after that must be by personal check or money order.

***** OTHER POINTS TO REMEMBER *****

We belong to the Ashland Apartment Association (Ohio), and will be using the association's files in our screening process.

Our top Priority is to collect rent on time, (slow payers are evicted) and to provide above average housing at reasonable rates. It is our policy not to discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin.

APPLICANT'S SIGNATURE/S _____

APPLYING FOR APT. ADDRESS _____

How long would you like to live here? _____

Application and Holding Fee Received \$ _____ DATED _____

LEASE APPLICATION / CONTRACT

Bonnie's cell 419-908-5461
1157 County Road 2075, Ashland, OH 44805
LEASE APPLICATION/CONTRACT

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FULL NAME & M.I.	DATE OF BIRTH	DRIVERS LIC#	SOC. SEC. #
head of house			
co-applicant Maiden name			

CURRENT COMPLETE ADDRESS	phone #	Ren amt.
in on (/ /)		\$
Landlords name and address	(L) phone	
PREVIOUS COMPLETE ADDRESS		Ren amt.
in (/ /) out (/ /)		\$
Landlords name and address	(L) phone	
PREVIOUS ADDRESS		Ren amt.
in (/ /) out (/ /)		\$
Landlords name and address	(L) phone	

LAST 2 EMPLOYERS	Supervisor	phone	gross inc./mo.	start date / left
head of house info.				(/ /)(/ /)
1.			\$	(/ /)(/ /)
2			\$	(/ /)(/ /)
co applicant info				(/ /)(/ /)
1.			\$	(/ /)(/ /)
2			\$	(/ /)(/ /)

DO YOU HAVE ANY OTHER INCOME? \$ _____ **EXPLAIN** _____

Circle all that apply					
NAME OF <i>BANK</i>	CHECKING	SAVINGS	OTHER	BALANCE	\$
Name	Balance due		Name	Balance due	
Credit cards	\$			\$	
and Store Cards	\$			\$	

* Must Name all other people that will be living with you (age) w/ *date of birth optional*

	<i>age</i>	<i>BD optional</i>		<i>age</i>	<i>BD optional</i>
_____	(/ /)	*	_____	(/ /)	*
_____	(/ /)	*	_____	(/ /)	*
_____	(/ /)	*	_____	(/ /)	*

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Do you intend on having a Pet? _____

How many *PETS* do you have? What *Kinds, Breed, and Size?* _____

2 PERSONAL REFERENCES: PHONE # PHONE #
^ ^
1. _____ (_____) * 2. _____ (_____)
(Non Related Persons above) examples are Teachers, Neighbors, Pastors, Bosses, Co-Workers, Accountants, Lawyers

Name of nearest **Relative not** living with you
^ ^
* _____ (_____) how related _____

Name of nearest **Friend not** living with you
^ ^
* _____ (_____) how long known _____

Make, Model, Color, Year, and License number of **all Vehicles**
^ ^

Do you have a Washer Dryer? _____ A/C unit? _____ Freezer? _____

Circle if applicable Would you like to have installed? CABLE and or SATELLITE

Do you plan on having a phone installed? _____ Will you have Renters Insurance? _____

Have you ever been... **EVICTED ~ FILED FOR BANKRUPTCY ~ TAKEN TO COURT ?**
Please circle one for each

EXPLAIN: YES / NO ~ YES / NO ~ YES / NO

*****PLEASE READ CAREFULLY:** I hereby authorize you to verify all of the above information and to check any other sources information that might establish my suitability as a tenant and to check my credit rating. I understand that you are a member of the Ashland Apartment Association and I agree that information concerning my application and tenancy may be shared with the members of this Association. I also understand that I must pay rent (first and last) and deposit before moving in. I also understand that all utilities not furnished by the landlord must be transferred into my name and any necessary deposit made before any keys are issued. I agree to abide by ALL your rules in the completed lease agreement.

My application will be processed after I pay the \$25.00 application fee & the \$30.00 holding fee. If the applicant is not screened then the application and holding fees are refunded. But if the applicant is screened and denied the application fee is not refundable only the holding fee. If the applicant is accepted, but changed his/her mind and doesn't want the rental neither fee is refundable. When the applicant is accepted and has a lease with us then the holding fee is part of the security deposit.

ALL APPLICANTS SIGNATURES **DATE**

***** This document becomes part of the Lease Agreement upon the acceptance of the applicant and the signing of the Lease *****