

# Hiawatha Flats

## Application for Rental Housing

Apt # _____	Street _____	Lease Date _____	Move In Date _____
Rent \$ _____	Application Fee \$50.00 (non refundable)	Security Deposit \$ _____	
Early Termination Fee \$ _____		Garage Opener Deposit \$ _____	
<small>(This fee is non-refundable)</small>			

**IMPORTANT:** This application must be filled out completely. All employers and landlords must be listed with phone numbers. If we are unable to reach current and prior landlords, your application will not be processed. Only one person per application. Falsification of information or the intentional omission of information is grounds for denial of housing.

Complete Name _____	Date of Birth _____
Social Security # _____	Drivers License Number and State _____
Cell Phone # _____	Email Address _____

### Residential History

Current Address (include apartment complex and apartment number) _____	County _____
City, State and Zip Code _____	

Landlord, Management Company or Owner _____	Telephone No. _____	Dates of Residency _____	Monthly Rental Payment _____
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Reason for Leaving \_\_\_\_\_

Previous Address (include apartment complex and apartment number) _____	County _____
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City, State and Zip Code \_\_\_\_\_

Landlord, Management Company or Owner _____	Telephone No. _____	Dates of Residency _____	Monthly Rental Payment _____
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Reason for Leaving \_\_\_\_\_

### Employment Information

Current Source of Income _____	Job Title _____	Date of Hire _____	Salary _____
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Supervisor's Name _____	Telephone No. _____	Fax No. _____
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### Other Sources of Income

Additional Source of Income (if any) _____	Telephone No. _____	Amount _____	Duration _____
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### Additional Occupants

List all other intended occupants (first and last names and ages) \_\_\_\_\_

List all pets \_\_\_\_\_

The above information is supplied to management to facilitate the rental application process and is true and correct in all respects. I authorize whatever credit investigation management considers appropriate, including a report from a credit agency. I authorize Hiawatha Flats to verify my past and present employment earnings and records. I authorize Hiawatha Flats to verify past and present mortgage and rental references. I understand that any false information will constitute grounds for rejection of this application. I also understand that failing to supply necessary information will result in rejection of this application.

Applicant Signature _____	Date _____	Manager _____	Date _____
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# Hiawatha Flats Rental Policy

<u>Apartment Size</u>	<u>Maximum Number of Occupants</u>	<u>Deposit Required</u>
Studio	1	One month's rent
One Bedroom	2	One month's rent
Two Bedroom	4*	One month's rent

**\*Maximum number of people in a two-bedroom/one bath unit is 3. Maximum number of people in a two bedroom/two bath unit is 4.**

Parking:	One indoor parking space per unit is available at a cost of \$75 per month. An additional \$75 security deposit will be charged for the garage door opener.
Pets:	Cats (2 maximum) and dogs (1 maximum) are allowed at Hiawatha Flats per management's guidelines.
Utilities:	Hiawatha Flats pays for trash removal. Resident pays electricity, water and sewer, air conditioning, heat, telephone, satellite channels and internet.

## Qualifying Standards

**Applicant(s) must qualify independently.  
Co-signers or guarantors are not accepted.**

Age:	Applicant(s) must be at least 18 years of age to enter into a lease agreement.
Credit History:	All applicants must have a social security number and an acceptable credit history which can be verified through a credit agency. An acceptable credit history is free of credit write-offs, bad debts, accounts closed by lender and bankruptcies. Credit reports are provided by Multihousing Credit Control, 10125 Crosstown Circle, Suite 100, Eden Prairie, MN 55344, (952) 941-0552.
Applicant's Income:	Combined applicants' monthly gross income must be at least three times the amount of rent to be paid. Employment will be verified by telephone or fax. Self-employed applicants must provide their two most recent tax returns.
Previous Residency:	Applicants should have a minimum of one year verifiable rental history, excluding renting from a relative or a friend. This history must meet the following criteria: <ol style="list-style-type: none"><li>1) Good payment history</li><li>2) No history of lease violations</li><li>3) Proper notice given</li><li>4) Residence left in good condition</li></ol>
Criminal History:	Applicant(s) who have a criminal history may be rejected.
Other:	Management reserves the right to reject applicant(s) based on other reasons not listed that are reported in the course of the application review.
Application Fees:	The application fee is \$50.00 per applicant.

**Management reserves the right to deny applications which do not meet these minimum requirements.**

I have read and understand the rental policy above.

Applicant \_\_\_\_\_

Date \_\_\_\_\_

Management \_\_\_\_\_

Date \_\_\_\_\_

**PRE-LEASE DEPOSIT**

Applicant: \_\_\_\_\_ , \_\_\_\_\_

Applicant has paid to Management a Pre-Lease Deposit of \$ \_\_\_\_\_  
For Apartment No. \_\_\_\_\_ and garage door opener at Hiawatha Flats, \_\_\_\_\_

Applicant and Management agree to the following terms regarding this Pre-Lease Deposit:

1. When all the information provided by Applicant is verified to Management’s satisfaction, and Applicant meets or exceeds resident screening criteria, Management agrees to rent the unit applied for to Applicant. Management will notify Applicant by telephone, e-mail or both within three (3) business day as to the status of your application.
2. If accepted, Applicant agrees to enter into the rental agreement applied for within three (3) business days of being notified of acceptance.
3. If applicant and Management enter into a rental agreement, the pre-lease deposit will be applied to the security deposit as described in the Security Deposit Agreement.
4. If the Applicant is accepted, then fails to enter into a lease agreement as provided in paragraph 2 above, Management will retain all of the pre-lease deposit as reimbursement for any rent lost due to Applicant’s failure to enter into the rental agreement, or as liquidated damages for reimbursement for general costs, including administrative and advertising costs, and for removing the unit from the market.
5. The pre-lease deposit will be returned to Applicant within seven (7) days of notification that Applicant is denied.

Agreed to:

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Management/Owner

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date