



**TOWNE PROPERTIES ASSET MANAGEMENT COMPANY
LEASE APPLICATION**

We hereby offer to lease apartment _____ at _____ For a term of ____ Year(s)
no. _____ at _____
There is a _____ Fee to process this application.

1. Name(s) _____ Soc. Sec. # _____ Date of Birth _____
_____ Soc. Sec. # _____ Date of Birth _____

2. Present Address _____ Phone # _____ E-Mail _____
Lease Own How Long _____ Monthly Payment _____

Name, address and phone number of landlord or mortgage company: _____

3. Previous Address if above is less than two years: _____
How Long _____

4. Present occupation _____ Employed by _____ Full time Student? N
Work E-Mail _____

Address _____ Phone _____ How Long _____

Immediate Supervisor _____ Annual Income _____

Previous Employer _____ Address _____ Phone _____ How Long _____

5. Spouse's Employer _____ How Long _____

Present Position _____ Annual Income _____

Address _____ Phone _____ Work E-Mail _____

Previous Employer _____ Address _____ Phone _____ How Long _____

6. Other Occupants of Apartment

Name	Relationship	Soc. Sec #	Date of Birth

7. Pets: Number of Dogs _____ Lbs _____ Type _____ Number of Cats _____

8. Number of autos owned or used by residents _____ Personal Driver's License# - _____ Self _____ Spouse/Other _____

Model _____ Color _____ Year _____ Lic. # _____

9. Household Asset Information

Do you have or receive?	Bank/Custodian	Account Number	Is Account Accessible	Annual Income
Y-N Checking Account	_____	_____	Y <input type="checkbox"/> N <input type="checkbox"/>	_____
Y-N Savings Account	_____	_____	Y <input type="checkbox"/> N <input type="checkbox"/>	_____
Y-N IRA, Keough, 401K	_____	_____	Y <input type="checkbox"/> N <input type="checkbox"/>	_____
Y-N Pension Fund	_____	_____	Y <input type="checkbox"/> N <input type="checkbox"/>	_____
Y-N Social Security	_____	_____	Y <input type="checkbox"/> N <input type="checkbox"/>	_____
Y-N Unemployment Disability	_____	_____	Y <input type="checkbox"/> N <input type="checkbox"/>	_____
Y-N Stocks, Bonds, other	_____	_____	Y <input type="checkbox"/> N <input type="checkbox"/>	_____
Y-N Rental Properties	_____	_____	Y <input type="checkbox"/> N <input type="checkbox"/>	_____
Y-N Other sources of income	_____	_____	Y <input type="checkbox"/> N <input type="checkbox"/>	_____
Do you receive Child Support or Alimony?	Yes _____ No _____	Amount per Month _____	Type _____	_____

According to section 42 of IRS Code all income sources and assets listed must be verified in order to qualify for rental of this apartment. Failure to provide this information will result in delays in approval of this application or in non-acceptance. I/We agree that all information provided must have third party verification. I/We give Towne Properties Asset Management Company the permission to verify any information provided herein.

I/We hereby certify that the information provided in this application is true and complete to the best of my knowledge. If any of the information is found to be incorrect, the landlord at his/her discretion may cancel or terminate the lease contract at any time and retain all money as liquidated damages.

10. Emergency

Name _____ Address _____
Relationship _____ Phone _____

I/WE UNDERSTAND AND AGREE THAT IF THIS OFFER TO LEASE IS ACCEPTED, I/WE WILL EXECUTE A LEASE WITH TOWNE PROPERTIES ASSET MANAGEMENT COMPANY AND THAT THE FIRST RENTAL PAYMENT WILL BE DUE UPON FIRST DAY PRIOR TO OCCUPANCY AND WILL COVER THE PERIOD FROM THE FIRST DAY OF TERM THROUGH THE REMAINDER OF THAT MONTH. THEREAFTER ALL RENTAL PAYMENTS WILL BE DUE AND PAYABLE IN ADVANCE ON THE FIRST DAY OF EACH MONTH. I/WE HEREBY CONSENT TO ALLOW TOWNE PROPERTIES ASSET MANAGEMENT COMPANY THROUGH ITS DESIGNATED AGENT AND ITS EMPLOYEES, TO OBTAIN AND VERIFY MY/OUR CREDIT, CRIMINAL AND RELATED INFORMATION FOR THE PURPOSE OF DETERMINING WHETHER OR NOT TO LEASE TO ME/US AN APARTMENT. I/WE UNDERSTAND THAT SHOULD I/WE LEASE AN APARTMENT, TOWNE PROPERTIES ASSET MANAGEMENT COMPANY AND ITS AGENT SHALL HAVE A CONTINUING RIGHT TO REVIEW MY/OUR CREDIT INFORMATION, RENTAL APPLICATION, CRIMINAL INFORMATION, RELATED INFORMATION, PAYMENT HISTORY AND OCCUPANCY HISTORY FOR ACCOUNT REVIEW PURPOSES AND FOR IMPROVING APPLICATION METHODS.

I/WE UNDERSTAND THAT A _____ IS REQUIRED IN ORDER TO HOLD THE UNIT REQUESTED PAYMENT OF \$ _____ DURING CONSIDERATION OF THIS APPLICATION. I/WE UNDERSTAND THAT THIS PAYMENT WILL BE RETURNED ONLY IF THIS APPLICATION IS NOT APPROVED BY TOWNE PROPERTIES ASSET MANAGEMENT COMPANY.

I/WE HEREBY AGREE THAT TOWNE PROPERTIES ASSET MANAGEMENT COMPANY MAY RETAIN THE ENTIRE PAYMENT OF \$ _____ TENDERED BY ME/US WITH THIS LEASE APPLICATION SHOULD TOWNE PROPERTIES ASSET MANAGEMENT COMPANY APPROVE THE LEASE APPLICATION, AND I/WE FOR ANY REASON FAIL, REFUSE, OR DECIDE NOT TO EXECUTE A LEASE AGREEMENT WITH TOWNE PROPERTIES ASSET MANAGEMENT COMPANY FOR THE UNIT DESCRIBED ABOVE.

EACH APPLICANT SHALL BE PROCESSED UNDER THE TERMS OF THE EQUAL HOUSING STATUTES AND EACH APPLICANT SHALL BE GIVEN THE RIGHT TO INSPECT, SELECT, AND LEASE HOUSING ACCOMMODATIONS WITHOUT REGARD TO RACE, SEX, COLOR, RELIGION, NATIONAL ORIGIN, HANDICAP, OR FAMILIAL STATUS.

APPLICANT'S SIGNATURE _____ DATE _____

APPLICANT'S SIGNATURE _____ DATE _____

RECEIVED BY: TOWNE PROPERTIES ASSET MANAGEMENT COMPANY REPRESENTATIVE FOR _____

COMMUNITY _____
DATE _____

REPRESENTATIVE

TO BE COMPLETED BY LEASING REPRESENTATIVE

COMMUNITY ADDRESS APT#
TYPE _____
LEASE TYPE _____
POSSESSION DATE _____ RENT REFERRED BY _____
LEASE BEGINS _____ LEASE EXPIRES _____

