

## **Barrington Residential Prospective Resident Application Process**

- \$25.00 NON-Refundable Application Fee (per adult) is due before any application can be processed. Out of Country applications may require a higher application fee per adult.
- Each applicant must provide a valid Photo Identification
- Applicants are required to provide proof of income that is a minimum of 3.5 times the amount of the monthly rent
- Submission of one months current paycheck stubs, OR a salary letter, OR last years tax return (for self-employed or retired persons)
- A lower credit score will be reviewed individually. If approved with conditions, or with a co-signer required, additional fees may apply.
- Once the application has been approved, a \$200 holding fee must be paid to hold the unit. This fee is non-refundable after 48 hours and will go towards your balance at time of move in.

### **Pet Policy**

- \$200 Non- refundable pet fee
- Monthly pet fee of \$35 per dog or \$25 per cat
- Maximum number of animals 2 pets per household
- Weight limit varies depending on complex
- Certain breeds prohibited

**Thank you for your interest in our community, managed by  
Barrington Residential. If you should have any questions,  
please do not hesitate to contact us.**



## Barrington Residential Resident Leasing Criteria

- **Identity:** Applicants, co-applicants and co-signers/ guarantors must present government issued photo identification
- **Applicant Consent:** All applicants, co-applicants, and co-signers/guarantors must agree to the following when submitting a rental application:

I consent to allow the Landlord/Owners through its agents and employees to obtain and verify my credit information, criminal history, investigative consumer report, consumer report, employment, income and landlord references, for any purpose, including determining whether or not to lease me an apartment. I understand that should I lease an apartment, the Landlord/Owner shall have a continuing right to review these items in addition to my residency application, payment history, and occupancy history for account review purposes and for improving application methods. Landlord/Owners may obtain information from any source and may exchange credit information with consumer reporting agencies.
- **Consumer Credit Scoring:** Barrington Residential uses Transunion Credit Retriever, an applicant screening service to evaluate your consumer report. When a prospective resident applies to lease an apartment, there are three possible outcomes; the application will be, accepted, accepted with conditions (such as additional security deposit or co-signer) or declined.
- **Income/Employment Verification:** You are required to verify your income by supplying a pay stub or other acceptable proof of income. If we are not able to verify your income or your income is contrary to that presented on your rental application, the acceptance of your lease application may be withdrawn. **Your monthly income must be a minimum of 3.5 times the rent to qualify.**
- **Sex Offender Database Search:** If your rental application is accepted or accepted with conditions we will conduct a multi-state sex offender search. Our policy is not to lease to applicants who have been registered as a sex offender. Our Sex Offender Database vendor will search for sex offender information on all applicants, if a report is found, your application will be declined and you will be provided with the name, address, and telephone, number of the agencies, which provided the sex offender information to us.
- **Age requirement:** Unless otherwise required by law, you must be at least 18 years of age to be the responsible party on a lease or to be a co-signer/guarantor.
- **Pets:** except as required by law, restriction or prohibition on pets may apply. Please consult the particular apartment community pet policies or rules.

PLEASE READ AND INITIAL \_\_\_\_\_



**\$25.00 APPLICATION FEE REQUIRED PER ADULT PROCESSED**

(Make Payable to: 108 Garden Street Associates LLC)

**RENTAL APPLICATION****APPLICANT # 1** (Check appropriate one)  *Resident*  *Co-Signer/Guarantor*

Today's Date: _____	Desired Unit Type: _____
	Desired Move-In Date: _____
Applicants Full Name: _____	
Present Address: _____	
City: _____	State: _____ Zip: _____
Present Telephone #: _____	Email Address: _____ Social Security #: _____
Are you over the age of 18?: _____	Date of Birth _____ Drivers License # & State: _____
Mother's Maiden Name: _____	How long have you lived at present address: _____
Amount of Rent: _____	Present Landlord: _____ Reason for Moving: _____
Landlord Phone: _____	
Previous Address: _____	Landlord Phone: _____
Dates lived at this address? From: _____ To: _____	Amount of Rent: _____
Have you ever been evicted, sued for non-payment of rent, or breached a lease (if so please explain)? _____	
Present Employer: _____ Length of employment: _____	
Address: _____	Telephone: _____
Your Position: _____	Earnings: _____

**APPLICANT # 2** (Check appropriate one)  *Resident*  *Co-Signer/Guarantor*

Co-Applicants Full Name: _____	
Present Address: _____	
City: _____	State: _____ Zip: _____
Present Telephone #: _____	Email Address: _____ Social Security #: _____
Are you over the age of 18?: _____	Date of Birth _____ Drivers License # & State: _____
Mother's Maiden Name: _____	How long have you lived at present address: _____
Amount of Rent: _____	Present Landlord: _____ Reason for Moving: _____
Landlord Phone: _____	
Previous Address: _____	Landlord Phone: _____
Dates lived at this address? From: _____ To: _____	Amount of Rent: _____
Have you ever been evicted, sued for non-payment of rent, or breached a lease (if so please explain)? _____	
Present Employer: _____ Length of employment: _____	
Address: _____	Telephone: _____
Your Position: _____	Earnings: _____

List all other occupants including children (All occupants aged 18 years or older must be listed as an applicant and must sign the application)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### ADDITIONAL INFORMATION

#### Vehicle Identification

(1) Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Plate \_\_\_\_\_ State \_\_\_\_\_

(2) Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Plate \_\_\_\_\_ State \_\_\_\_\_

#### Pet Information

Do you own a pet? (Yes or No) \_\_\_\_\_

If yes, description of your Pet(s) (Pet Type/Breed/Weight): \_\_\_\_\_

- CATS, DOGS, FISH, & BIRDS ARE ALLOWED WITH MONTHLY PET FEE AND/OR AN EXTRA SECURITY DEPOSIT
- MAMMALS, REPTILES, RODENTS OR INSECTS ARE NOT ALLOWED
- PET(S) INTERVIEW REQUIRED BY MANAGEMENT IF APPLICATION APPROVED
- PET ONE-TIME FEE: Applicant is required to pay Landlord a one-time \$200.00 non-refundable pet security fee.
- PET FEE: \$25.00 fee per month, per cat (LIMIT 2). \$35.00 fee per month, per dog (LIMIT 1). NOTE: 25LBS MAXIMUM PER FULL GROWN PET

#### Miscellaneous Information

Do you own a waterbed? \_\_\_\_\_ \*Proof of Insurance Required\*

In case of an emergency, NOTIFY: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

I affirm that all the information in this application is true and complete. If any of this information is false, the landlord may cancel and annul any lease given in reliance upon such information. I authorize Landlord through its agents and employees to obtain and verify my credit information, criminal history, investigative consumer report, consumer report, employment income, and landlord references. Any application fees (\$25.00 per adult) are considered non-refundable once processed and will not be credited towards any security deposits or rental payments of the applicant. Upon receiving notification an application has been deemed approved, the applicant has a time period of 48 hours from this notification to deposit a holding fee for the unit, otherwise failure to return with a holding fee, the unit will then be made available to the market. If for any reason the applicant does not take the apartment after 2 business days upon receipt of the holding fee deposited with Landlord, the holding fee will be forfeited to Landlord. This application is subject to prior applications. This application shall remain the property of the owner. No person shall be denied the right to rent our property because of their race, color, religion, sex, national origin, ancestry, disability, familial status (presence of children), age, marital status, sexual orientation, military status, source of income, gender identity and expression.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Co-Applicant \_\_\_\_\_ Date \_\_\_\_\_

#### OFFICE USE ONLY (To be completed by Property Management):

Building/Unit #: \_\_\_\_\_ Rent: \_\_\_\_\_ App. Fee Paid? (Y/N) \_\_\_\_\_ Amount? \_\_\_\_\_

Deposit: \_\_\_\_\_ Lease Term: \_\_\_\_\_ How did applicant hear about us? \_\_\_\_\_

Additional Deposit amount (or n/a): \_\_\_\_\_ Own a pet(s)? (Y/N): \_\_\_\_\_

ID photocopied? (Y/N) \_\_\_\_\_ Approved by (employee full name) & date: \_\_\_\_\_

# Guaranty of Payment

**\*THIS FORM IS TO BE COMPLETED ONLY IF GUARANTOR IS REQUIRED\***

DATE OF GUARANTY: \_\_\_\_\_

GUARANTOR'S NAME: \_\_\_\_\_

GUARANTOR'S ADDRESS: \_\_\_\_\_

GUARANTOR FOR (Name of Prospective Resident): \_\_\_\_\_

PROSPECTIVE RESIDENT'S APT #: \_\_\_\_\_ RENT AMOUNT: \_\_\_\_\_

**1. REASON FOR GUARANTY**

I know that the Landlord would not rent the apartment to the Tenant unless I guarantee Tenant's performance. I have also requested the Landlord to enter into the Lease with the Tenant. I have a substantial interest in making sure the Landlord rents the Premises to the Tenant.

**2. GUARANTY**

The following is my Guaranty:

- I guaranty the full performance of the Lease by the Tenant. This Guaranty is absolute and without any conditions. It includes, but is not limited to, the payment of rent and other money charges.
- In addition, I agree to these other terms.

**3. CHANGES IN LEASE HAVE NO EFFECT**

This Guaranty will not be affected by any in change in the Lease, whatsoever. This includes, but is not limited to, any extension of time or renewals. The Guaranty will bind me even if I am not a party to these changes.

**4. WAIVER OF NOTICE**

I do not have to be informed about any default by Tenant. I waive notice of nonpayment or other default.

**5. PERFORMANCE**

If the Tenant defaults, the Landlord may require me to perform without first demanding that the Tenant perform.

**6. WAIVER OF JURY TRIAL**

I give up my right to trial by jury in any claim related to the Lease or this Guaranty.

**7. CHANGES**

This Guaranty can be changed only by written agreement signed by all parties to the Lease and this Guaranty.

## REQUIRED SIGNATURES

WITNESS: \_\_\_\_\_ DATE \_\_\_\_\_

GUARANTOR: \_\_\_\_\_ DATE \_\_\_\_\_

NOTARY SIGNATURE: \_\_\_\_\_ DATE \_\_\_\_\_