



All application fees are non-refundable. Each person must fill out a separate application.

Apartment Community applying for: _____

Full Name: _____ Date of Birth: _____

Social Security #: _____ Home Phone: _____ Cell Phone: _____

Email address: _____

Present Address: _____
Street and Apartment # City State Zip

How long have you lived there: _____ Rent/Mortgage Amount: _____

Landlord's Name and contact phone number: _____

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Rental History/Rental References

Previous Address: _____
Street and Apartment # City State Zip

Landlord's Name: _____ Landlord's Phone: _____

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Employment History/Employment References

Current Employer: _____ Employer Phone #: _____

Full Address: _____

Supervisor: _____ Salary: \$ _____ per _____

How long have you worked there: _____ Other Income and Amount: _____

Previous Employer: _____ Employer Phone # : _____

Supervisor: _____ Salary: \$ _____ per _____

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Criminal History

Have you ever been arrested for or convicted of a criminal offense? Omit minor vehicle violations and any offense committed before your 17th birthday, which was finally adjudicated in juvenile court or under a youthful offender law. Conviction of a criminal offense is not a bar to rental in all cases. _____ If yes, please explain _____

Date of Offense: _____

Have you ever been convicted of or adjudicated of an offense which would require you to register with the Iowa Sex Offender Registry under Iowa Code Chapter 692A? _____

Please complete and sign page 2

Other Occupant(s) and Their Relationship

Name: _____ Relationship: _____ Age (if under 18) _____

Name: _____ Relationship: _____ Age (if under 18) _____

Name: _____ Relationship: _____ Age (if under 18) _____

Name: _____ Relationship: _____ Age (if under 18) _____

How many pets will you have? _____ Type(s) _____ Weight(s) _____

I, the undersigned, certify that the information given on this application is factual and true. I hereby apply to lease an apartment at an Elevate property Management Apartment Community and agree that the rent is due and payable the first day of each month. Rent payments received after the 5th day of the calendar month (4th in Missouri) must include late charges as outlined in the lease agreement. Upon acceptance of this application, any monies paid to hold an apartment shall be retained as a fee to remove the apartment from availability listings. This holding fee will become (all or in part) the Security Deposit upon execution of a lease agreement. I agree to pay the balance of the future Security Deposit within three business banking days after being notified of acceptance or any monies paid as holding fees will be forfeited as liquidated damages in payment for the agent's time and effort in processing my inquiry and application as well as for removing the apartment from active marketing and leasing. By my signature I hereby allow Elevate Property Management to conduct necessary investigation of my credit, character and reputation. If this application is not approved and accepted by the owner/agent, the holding fee/deposit will be refunded, minus the application fee. The application fee covers the cost of the credit report and any other expenses that may occur when processing the signed application. The applicant hereby waives any claim to damages by reason of non-acceptance, which the owner or agent may reject without stating a reason for doing so. As part of the application process, the landlord/agent may verify information contained in this application. The source of information may come from, but is not limited to, credit bureaus, banks or other depository institutions, current and former employers and landlords, federal or state records.

To the best of my knowledge, the above information is true and correct. I am over 18 years of age.

Applicant's Signature: _____

Date: _____



RESIDENT SELECTION CRITERIA

Application Fee: \$35 for one application; \$50 for two applications

- 1. Identity Verification.** A government-issued photo identification will need to be presented by all persons wishing to view an apartment and/or applying for residency. Co-signers not present must have all paperwork notarized. All persons must be 18 years of age to apply.
- 2. Rental Scoring.** Elevate Property Management contracts with a company which uses an empirically derived, statistically sound rental scoring system using information in your application, credit report and previous rental history to predict how likely it is you will pay your rent in a timely manner and fulfill your other lease obligation. Because rental scoring is based on real data and statistics, it treats all applicants objectively. Based upon this rental score, your application will be accepted, rejected or accepted with conditions (a higher deposit or a co-signer may be required). If your application is rejected or is accepted with conditions, you will be given the name, address and telephone number of the consumer reporting agencies which provided your consumer information to us. A rejected applicant is encouraged to obtain a copy of the credit report, correct any erroneous information that may be on the report and submit a new application to this community for further consideration.
- 3. Criminal Background Search.** If your application is accepted or accepted with conditions, we will conduct a criminal background search. It is our policy not to lease to applicants who have been arrested for or convicted of felonies or certain misdemeanors. We have a pre-defined selection configuration which has been provided to our Criminal Search vendor. Prior to final acceptance of any applicant, our Criminal Search vendor will search for criminal background information on each applicant. If a report is found, it will be compared to our pre-selected criteria and a determination regarding whether an applicant meets our criteria will be made. If your application is rejected based upon our pre-selected criteria, you will be given the name, address and telephone number of the consumer reporting agencies which provided your criminal information to us. An applicant rejected for an unsatisfactory criminal background is encouraged to obtain a copy of the criminal report, correct any erroneous information that may be on the report and submit a new application to this community for further consideration.
- 4. Income Verification.** If your application is accepted or accepted with conditions, we will require written verification of income (pay stub, letter by HR officer on company letterhead, previous year's federal tax return or other official documentation). If we are unable to verify your income or your income is contrary to your lease application, our acceptance of your lease application will be withdrawn.
- 5. Consent to Verify Credit, Criminal Background and previous occupancy history.** All applicants and co-signers must agree to the following by executing this Resident Selection Criteria form:

*I hereby consent to allow **Elevate Property Management**, through its designated agent and its employees, to obtain and verify my credit information including a criminal background search, previous occupancy history and employment/income history for the purpose of determining whether or not to lease an apartment to me. I understand that should I lease an apartment, **Elevate Property Management** and its agent shall have a continuing right to review my credit information, rental application, criminal background, payment history and occupancy history for account review purposes and for improving application methods.*

**Signatures must be originals or if obtained by facsimile, must be notarized.*

Printed Name

Signature

Date

A Higher Standard 