

RENTAL APPLICATION FOR RESIDENTS AND OCCUPANTS

Each co-applicant and each occupant 18 years old and over must submit a separate application.



Date when filled out: _____

<p>ABOUT YOU Full name (exactly as on driver's license or govt. ID card) _____</p> <p>Your street address (as shown on your driver's license or government ID card): _____</p> <p>Driver's license # and state: _____ OR govt. photo ID card #: _____</p> <p>Former last names (maiden and married): _____</p> <p>Your Social Security #: _____</p> <p>Do you or any occupant smoke? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Will you or any occupant have an animal? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Kind, weight, breed, age: _____</p> <hr/> <p>Current home address (where you now live): _____</p> <p>City/State/Zip: _____</p> <p>Home/cell phone: _____ Current rent: \$ _____</p> <p>Email address: _____</p> <p>Name of apartment where you now live: _____</p> <p>Current owner or manager's name: _____</p> <p>Their phone: _____ Date moved in: _____</p> <p>Why are you leaving your current residence? _____</p> <hr/> <p>Your previous home address: _____</p> <p>City/State/Zip: _____</p> <p>Apartment name: _____</p> <p>Name of above owner or manager: _____</p> <p>Their phone: _____ Previous monthly rent: \$ _____</p> <p>Date you moved in: _____ Date you moved out: _____</p>	<p>YOUR RENTAL/CRIMINAL HISTORY</p> <p><i>Check only if applicable.</i> Have you or any occupant listed in this Application ever: <input type="checkbox"/> been evicted or asked to move out? <input type="checkbox"/> moved out of a dwelling before the end of the lease term without the owner's consent? <input type="checkbox"/> declared bankruptcy? <input type="checkbox"/> been sued for rent or other breach of a residential lease? <input type="checkbox"/> been sued for property damage? <input type="checkbox"/> been convicted (or received an alternative form of adjudication equivalent to conviction) of a felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or a sex crime? Please indicate below the year, location and type of each felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or sex crime other than those resolved by dismissal or acquittal. We may need to discuss more facts before making a decision. <i>You represent the answer is "no" to any item not checked above.</i></p> <p>_____</p> <p>_____</p> <p>_____</p> <hr/> <p>OTHER OCCUPANTS</p> <p><i>Please list the names and dates of birth for any minor child(ren) who will you intend to reside in the unit. Any individual over the age of 18 shall be required to submit an application and be listed as a resident above.</i></p> <p>Name: _____</p> <p>DL or govt. ID card # _____ & State: _____</p> <p>Birthdate: _____</p> <p>Name: _____</p> <p>DL or govt. ID card # _____ & State: _____</p> <p>Birthdate: _____</p> <p>Name: _____</p> <p>DL or govt. ID card # _____ & State: _____</p> <p>Birthdate: _____</p> <p>Name: _____</p> <p>DL or govt. ID card # _____ & State: _____</p> <p>Birthdate: _____</p> <p>Name: _____</p> <p>DL or govt. ID card # _____ & State: _____</p> <p>Birthdate: _____</p> <hr/> <p>YOUR VEHICLES</p> <p><i>List all vehicles owned or operated by you or any occupants (including cars, trucks, motorcycles, trailers, etc.). Continue on separate page if more than three.</i></p> <p>Make and color of vehicle: _____</p> <p>Year: _____ License #: _____ State: _____</p> <p>Make and color of vehicle: _____</p> <p>Year: _____ License #: _____ State: _____</p> <p>Make and color of vehicle: _____</p> <p>Year: _____ License #: _____ State: _____</p> <hr/> <p>EMERGENCY</p> <p><i>Emergency contact person over 18, who will not be living with you:</i></p> <p>Name: _____</p> <p>Address: _____</p> <p>City/State/Zip: _____</p> <p>Work phone: _____</p> <p>Home phone: _____</p> <p>Relationship: _____</p> <hr/> <p>AUTHORIZATION</p> <p>I or we authorize (owner's name) <u>Parkside Commons Apartments LLC</u></p> <p>_____</p> <p>_____</p> <p>to obtain reports from any consumer or criminal record reporting agencies before, during, and after tenancy on matters relating to a lease by the above owner to me and to verify, by all available means, the information in this application, including criminal background information, income history and other information reported by employer(s) to any state employment security agency. Work history information may be used only for this Rental Application. Authority to obtain work history information expires 365 days from the date of this Application.</p> <p>Applicant's signature: _____</p> <p style="text-align: center;">Applicant must also sign on the next page of this application.</p>
<p>YOUR WORK Present employer: _____</p> <p>Address: _____</p> <p>City/State/Zip: _____</p> <p>Work phone: _____</p> <p>Position: _____</p> <p>Your gross annual income is over: \$ _____</p> <p>Date you began this job: _____</p> <p>Supervisor's name and phone: _____</p> <hr/> <p>Previous employer: _____</p> <p>Address: _____</p> <p>City/State/Zip: _____</p> <p>Work phone: _____</p> <p>Position: _____</p> <p>Gross annual income was over: \$ _____</p> <p>Dates you began and ended this job: _____</p> <p>Previous supervisor's name and phone: _____</p>	
<p>YOUR CREDIT HISTORY</p> <p>Your bank's name, city, state: _____</p> <p>List major credit cards: _____</p> <p>Other non-work income you want considered. Please explain: _____</p> <p>_____</p> <p>Past credit problems you want to explain. (Use separate page.)</p>	
<p>WHY YOU APPLIED HERE Were you referred? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>If yes, by whom:</i></p> <p>Name of locator or rental agency: _____</p> <p>Name of individual locator or agent: _____</p> <p>Name of friend or other person: _____</p> <p>Did you find us on your own? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, fill in information below:</i></p> <p><input type="checkbox"/> On the Internet <input type="checkbox"/> Stopped by <input type="checkbox"/> Newspaper (name): _____</p> <p><input type="checkbox"/> Rental publication: _____</p> <p><input type="checkbox"/> Other: _____</p>	

Contemplated Lease Contract Information

To be filled in only if the Lease Contract is not signed by resident(s) at time of application for rental.

The National Apartment Association Lease Contract to be used must be the latest version published by the association unless an earlier version is initialed by resident(s) and attached to this Application. The blanks in the Lease Contract will contain the following information:

- Names of all residents who will sign Lease Contract
Rent to be paid at (check one) on-site manager's office or at
Check if the dwelling is to be furnished;
Utilities paid by owner (check all that apply): electricity, gas, trash, cable TV, master antenna;
You are (check one): required to purchase personal liability insurance or not required to purchase personal liability insurance;
Special provisions regarding parking, storage, etc. (see attached page, if necessary);
Name of Owner/Lessor Parkside Commons Apartments LLC
Property name and type of dwelling (bedrooms and baths) Parkside Commons Apartments LLC
Complete street address 100 Stockton Street
City/State/Zip Chelsea, MA 02150
Names of all other occupants not signing Lease Contract (persons under age 18)
Total number of residents and occupants
Beginning date and ending date of Lease Contract
Total monthly rent for dwelling unit \$

Application Agreement

- 1. Lease Contract Information. The Lease Contract contemplated by the parties is attached—or, if no Lease Contract is attached, the Lease Contract will be the current Lease Contract. Special information and conditions must be explicitly noted on an attached Lease Contract or in the Contemplated Lease Information.
2. First Month's Rent Deposit (may or may not be refundable). You have delivered to our representative a first month's rent deposit in the amount indicated in paragraph 13 of this Rental Application. The first month's rent deposit is not a security deposit. However, it will be credited toward the required first month's rent when the Lease Contract has been signed by all parties; OR it will be refunded under paragraph 9 if you are not approved; OR it will be retained by us as liquidated damages pursuant to 940 CMR 3.17(6)(c) if you fail to sign or attempt to withdraw under paragraph 5 or 6.
3. Approval When Lease Contract Is Signed in Advance. If you and all co-applicants have already signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of our approval, sign the Lease Contract, and then credit the first month's rent deposit of all applicants toward the required first month's rent.
4. Approval When Lease Contract Isn't Yet Signed. If you and all co-applicants have not signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of the approval, sign the Lease Contract when you and all co-applicants have signed, and then credit the first month's rent deposit of all applicants toward the required first month's rent. The balance of First Month's Rent shall be due pursuant to the executed Lease Contract.
5. If You Fail to Sign Lease Contract After Approval. Unless we authorize otherwise in writing, you and all co-applicants must sign the Lease Contract within 3 days after we give you our approval in person, by telephone, or by email, or within 5 days after we mail you our approval. If you or any co-applicant fails to sign as required, we may keep the first month's rent deposit as the agreed upon liquidated damages pursuant to 940 CMR 3.17(6)(c), and terminate all further obligations under this Agreement.
6. If You Withdraw Before Approval. You and any co-applicants may not withdraw your Application or the first month's rent deposit after you have tendered the deposit, completed this application, and after we have processed same. If before signing the Lease Contract, you or any co-applicant withdraws
7. Completed Application. An Application will not be considered "completed" and will not be processed until all of the following have been provided to us (unless checked): a separate Application has been fully filled out and signed by you and each co-applicant; a first month's rent deposit has been paid to us. If no item is checked, all are necessary for the Application to be considered completed.
8. Nonapproval in Ten Days. We will notify you whether you've been approved within ten days after the date we receive a completed Application. Your Application will be considered "disapproved" if we fail to notify you of your approval within ten days after we have received a completed Application. Notification may be in person, by email, by mail, or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval.
9. Refund after Nonapproval. If you or any co-applicant is disapproved or deemed disapproved under paragraph 8, we'll refund your first month's rent deposit within days (not to exceed 30 days; 30 days if left blank) of such disapproval. Refund checks may be made payable to all co-applicants and mailed to one applicant.
10. Extension of Deadlines. If the deadline for signing, approving, or refunding under paragraphs 5, 8, or 9 falls on a Saturday, Sunday, or a state or federal holiday, the deadline will be extended to the end of the next day.
11. Notice to or from Co-applicants. Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.
12. Keys or Access Devices. We'll furnish keys and/or access devices only after: (1) all parties have signed the contemplated Lease Contract and other rental documents; and (2) all applicable rents and security deposits have been paid in full.
13. First Month's Rent deposit: \$ 350.00
14. Signature. Our representative's signature is consent only to the above application agreement. It does not bind us to accept applicant or to sign the proposed Lease Contract. No such agreement shall be established until and unless a lease is signed by all applicants and the owner.

Acknowledgment. You declare that all your statements in this Application are true and complete. You authorize us to verify the same through any means. If you fail to answer any question or give false information, we may reject the application, retain all first month's rent deposits as the agreed upon liquidated damages pursuant to 940 CMR 3.17(6)(c) for our time and expense, and terminate your right of occupancy. Giving false information is a serious criminal offense. In lawsuits relating to this application, we may recover all attorney's fees and litigation costs in enforcement of this agreement. We may at any time furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, the rules, and financial obligations.

This Rental Application and the Lease Contract are binding documents when signed. Before submitting a Rental Application or signing a Lease Contract, you may take a copy of these documents to review and/or consult an attorney. Additional provisions or changes may be made in the Lease Contract if agreed to in writing by all parties.

Applicant's Signature: Date:
Signature of Owner's Representative: Date:

FOR OFFICE USE ONLY
1. Apt. name or dwelling address (street, city): Unit # or Type:
2. Person accepting application: Phone:
3. Person processing application: Phone:
4. Date that applicant or co-applicant was notified by telephone, letter, or in person of acceptance or non acceptance:
5. Name of person(s) who were notified (at least one applicant must be notified if multiple applicants):
6. Name of owner's representative who notified above person(s):

RENTAL CRITERIA

Application

Each prospective resident must be of legal age to enter into a lease agreement. Applications are to be completed in full; applications containing untrue, incorrect or misleading information will be declined.

Note: Subject to applicable law, the following will be required prior to approval by the Rental Manager or Property Manager:

1. Two (2) most recent pay stubs, an offer letter, or written verification. If self-employed, applicants must provide the most current annual tax return (submission of W-2s only is not sufficient). Retired and non-working applicants must provide documentation regarding source of income, e.g. social security, pension, savings. Third party documentation must be submitted to support the following and any other sources of additional income you wish us to consider: Alimony, Dividends, Military Housing Allowance, Child Support, Interest, and Retirement Income.
2. A government issued photo identification for all lease holders. A copy will be retained in the resident file for the purpose of identification throughout residency.

Renters Insurance

Residents are required to maintain at all times during their tenancy a Renters Insurance policy with a minimum liability coverage of \$100,000 per occurrence listing the property as an "interested party."

Fees due at Lease Signing

The first month's rent, security deposit, or last month's rent and any other deposit must be paid by bank check, money order or credit card (where available).

Occupancy Limitations

Studio - Two occupants

One Bedroom - Two occupants

Two Bedroom - Four occupants

Three Bedroom - Six occupants

Four Bedroom - Eight occupants

Roommates

Each resident is jointly and severally responsible for the entire rental payment and must sign the Lease Agreement. Management will not refund any part of a security deposit until the apartment is vacated by all leaseholders.

Rental Score Approval Score 550+ Approved with conditions 525-549

Rental scoring systems assign points to certain factors identified as having a statistical correlation to future financial lease performance. Your rental score results from a mathematical analysis of information found in your credit report, application, and previous rental history. Such information may include your bill-paying history, the number and type of accounts you have, collection actions, outstanding debt, income and the number of inquiries in your consumer report. The final number, or rental score, represents an estimated level of risk as compared to the performance of other consumers in a range of scores. ***Please note the scores referenced above are not your credit score that is provided by credit agencies.***

Criminal Background Score: Approval Score: Accept

This property uses CrimSafe to automate the evaluation of an applicant's criminal history.

Applicant Acknowledgment: Applicant acknowledges, understands and agrees that the criteria referenced above will be considered in the qualification process. Subject to applicable law, applicants who do not meet the requirement referenced above will be declined or be subject to additional requirement, including but not limited to, additional deposits.

Parkside Commons does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, familial status, age, pregnancy, physical or mental disability, veteran status, public assistance, section 8 status or any other basis protected by law. Neither the Respondent nor its agents discriminate.

Falsification of Application: Any false statements or false information included in an application may result in denial of the application.

Applicant: _____ **Date:** _____

Applicant: _____ **Date:** _____

Parkside Commons

A Corcoran Community

Application for Affordable Waitlist at Parkside Commons

Date: _____

Apartment Size: Studio One Bedroom Two Bedroom Three Bedroom

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Email Address: _____

Section 8 Voucher: Yes / No

