



SouthGate

PROPERTY MANAGEMENT

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| For Office Use Only | |
|----------------------------|--------------------------|
| Date Received: _____ | Recv'd By: _____ |
| App Fee Paid? Y / N | Check # _____ M.O. _____ |
| Address: _____ | |

APPLICATION FOR TENANCY

NO SMOKING & NO PETS

Each prospective tenant 18 years of age and older must complete an application, provide a valid photo ID, and pay a \$25.00 application fee (Personal/cashier's check or money order only, SouthGate does not accept cash payments).

We reserve the right to require an approved guarantor and/or double deposit.

Any false information provided may result in immediate disqualification.

Application is good for 30 days after date received.

PLEASE PRINT CLEARLY

Date(s) Visited: _____ Leasing Agent: _____

Location(s) Preferred: _____ Expected Move-in Date: _____

Personal Information:

Legal Name of Applicant: (First) _____ (Middle) _____ (Last) _____ (Suffix) _____

Social Security Number: _____ Date of Birth: (mo) _____ (day) _____ (yr) _____

Driver's License/State ID/Gov't Issued ID Number: _____ State Issued: _____

Cell Phone #: _____ Email: _____

Will anyone be living with you? **YES NO** (Each adult needs to complete an application and pay a \$25.00 fee)

If yes, please list names of Adults (18+): _____

Children (Names and Ages): _____

Employment Information (or source of income):

Current Employer's Name: _____ Phone #: _____

Address: _____

Employment Date: From: (mo) _____ (yr) _____ To: (mo) _____ (yr) _____ Position: _____

Supervisor: _____ Approx. Monthly Income: \$ _____

Previous Employer's Name: _____ Phone #: _____

Address: _____

Employment Date: From: (mo) _____ (yr) _____ To: (mo) _____ (yr) _____ Position: _____

Supervisor: _____ Approx. Monthly Income: \$ _____

Additional Income: _____ Approx. Monthly Amount: \$ _____

We require two Landlord references (if applicable) & your current and previous addresses:

Your Current Address: _____ City: _____ State: _____ Zip: _____

Dates at this address? From: (mo) _____ (yr) _____ To: (mo) _____ (yr) _____ Monthly Rent: \$ _____

Current Landlord: _____ Landlord's Phone #: _____

Reason for moving: _____

Your Previous Address: _____ City: _____ State: _____ Zip: _____

Dates at this address? From: (mo) _____ (yr) _____ To: (mo) _____ (yr) _____ Monthly Rent: \$ _____

Previous Landlord: _____ Landlord's Phone #: _____

Reason for moving: _____

| | |
|-----------------------------------|--------------------|
| Applicant Signature: _____ | Date: _____ |
|-----------------------------------|--------------------|

Non-Relative References:

Reference: _____ Phone #: _____
Address: _____

Emergency Contact:

Name: _____ Address: _____ Phone #: _____

| | | |
|---|---------------------|--------------|
| Are you able to meet the conditions of tenancy that apply to all tenants? | YES | NO |
| If no, who assists you? | | |
| Name: _____ | Program: _____ | Phone: _____ |
| Are you on Section 8 Housing? | YES | NO |
| If yes, how long on the program? _____ Name of caseworker: _____ | | |
| Are you 18 years of age or older? | YES | NO |
| If no, responsible Guarantor: | | |
| Name: _____ | Relationship: _____ | |
| Address: _____ | Phone: _____ | |
| Rent payments ever been late? | YES | NO |
| Do you smoke? | YES | NO |
| Ever been evicted? | YES | NO |
| Ever been convicted of or pleaded guilty or "no contest" to a felony? | YES | NO |
| Ever been convicted of illegal manufacture/distribution of controlled substance? | YES | NO |
| *If yes to any of the above questions, please write an explanation in the Applicant Comments section at the bottom of this page. | | |

No persons other than those specifically named on this application will be permitted to occupy the dwelling without the written permission of the Landlord. Acceptance of this application by the Landlord is the Applicant's notice to the Landlord of Applicant's interest in renting the dwelling, and gives Landlord permission to check Applicant's references and obtain a credit report in Applicant's name. This shall not constitute a completed agreement to rent the premises. I hereby authorize the release of any information regarding my employment, residence, credit, and/or criminal history from a law enforcement agency to SouthGate Property Management, L.L.C. and or Tenant Data Services, Inc.

Applicant Signature: _____ **Date:** _____

How did you hear about us? www.SouthGateCo.com • Phone Book • Newspaper: _____
SouthGate Tenant/Friend • Sign • Facebook • Internet Search: _____ • Other: _____

Applicant Comments: _____

