

# **Thank you for your interest in Sandy Ridge Apartments!**

Please find your application as well as other required paper work enclosed.

In order to process your application, we will need:

- Your completed, signed application
- An application fee of \$35.00 per adult and must be in the form of a **money order only**
- Proof of your income (pay stubs, bank statements, Social Security award letter, etc.)
- Necessary paperwork from Housing (if applicable)
- A photo ID (driver's license)
- A copy of your Social Security card

Your security deposit can be equal to 1- 1.5 of the month's rent. Depending on credit.

Pets are permitted. There is no restriction on size or breed. There is a non-refundable pet fee of \$300.00 and an additional \$25.00 per month, per pet (limit 2). Registered service animals are exempt from fees.

## **Income Requirements**

Income needs to be 3 times the months rent

**Your application will be denied for the following:** a prior eviction (unless you have had a lease in your name since eviction and is in good standing), a felony on your criminal report, a recent repossession, falsifying information on your application, an open bankruptcy or negative rental history.

**CASH IS NOT ACCEPTED AND THERE ARE NO REFUNDS**

# Rental Application

## Sandy Ridge Apartments

### For Office Use Only

Date: \_\_\_\_\_  
Property \_\_\_\_\_  
Apt No \_\_\_\_\_ Rent \$ \_\_\_\_\_  
Agent \_\_\_\_\_

*Please complete all requested information on the front and back of this application. Thank for your interest in Sandy Ridge Apartments.*

Date of Application: \_\_\_\_\_ Desired Date of Occupancy: \_\_\_\_\_

Type and Size of Apartment Required (Number of Bedrooms, etc.): \_\_\_\_\_

### PERSONAL INFORMATION

Applicant full name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Drivers license No/State: \_\_\_\_\_

Co-Applicant full name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Drivers license No/State: \_\_\_\_\_

Full Names of All Other Residents	Relationship To You	Date of Birth

HOW MANY PETS DO YOU OR OTHER OCCUPANTS OWN? \_\_\_\_\_

KIND OF PET, BREED, WEIGHT AND AGE \_\_\_\_\_

HOW DID YOU HEAR ABOUT OUR PROPERTY? \_\_\_\_\_

### RESIDENCE HISTORY

Present Address: \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Present Telephone: \_\_\_\_\_ Dates from: \_\_\_\_\_ to \_\_\_\_\_

Present Landlord or Mortgage Co: \_\_\_\_\_ Telephone: \_\_\_\_\_

Monthly Payment: \$ \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

Previous Address: \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Previous Telephone: \_\_\_\_\_ Dates from: \_\_\_\_\_ to \_\_\_\_\_

Previous Landlord : \_\_\_\_\_ Landlord Telephone: \_\_\_\_\_

Monthly Payment: \$ \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

Email Address \_\_\_\_\_ Cell: \_\_\_\_\_

**Employment History**

Present Employer: \_\_\_\_\_ Dates from: \_\_\_\_\_ to \_\_\_\_\_  
Employers Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Gross monthly salary: \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Dates from: \_\_\_\_\_ to \_\_\_\_\_  
Employers Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Gross monthly salary: \_\_\_\_\_

Co-Applicant Employer: \_\_\_\_\_ Dates from: \_\_\_\_\_ to \_\_\_\_\_  
Employers Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Gross monthly salary: \_\_\_\_\_

Total Gross Monthly Household Income: \$ \_\_\_\_\_

*If there are other sources of income that you would like for us to consider, please list income, source and person (Banker, Employer, etc) who we could contact for confirmation. You do not have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.*

Amount: \_\_\_\_\_ Per \_\_\_\_\_ Source \_\_\_\_\_ Telephone \_\_\_\_\_

Amount: \_\_\_\_\_ Per \_\_\_\_\_ Source \_\_\_\_\_ Telephone \_\_\_\_\_

Have you or co-applicant ever:

Been sued for non-payment of rent? Yes No Been evicted or asked to move out? Yes No

Broken a Rental Agreement or Lease? Yes No Been sued for damage to rental property? Yes No  
Declared Bankruptcy? Yes No

*I hereby make application for an apartment and certify that this information is correct. I authorize you to contact any references that I have listed. I also authorize you to obtain my consumer credit report from your credit reporting agency which will appear as an inquiry on my file.*

Applicant Signature: \_\_\_\_\_  
Co-Applicant Signature: \_\_\_\_\_

Date signed:

*Do not write below this line*

REFERENCE VERIFICATION	REMARKS
<input type="checkbox"/> Present Landlord	
<input type="checkbox"/> Previous Landlord	
<input type="checkbox"/> Employment	
<input type="checkbox"/> Previous Employment	
<input type="checkbox"/> Co-Applicant Employment	
<input type="checkbox"/> Bank	
<input type="checkbox"/> Credit (1)	
<input type="checkbox"/> Credit (2)	
<input type="checkbox"/> Credit (3)	
<input type="checkbox"/> Other	

RECORD OF PAYMENTS RECEIVED		
DATE	DESCRIPTION	AMOUNT

This application: Approved Not Approved  
Date: \_\_\_\_\_  
By: \_\_\_\_\_  
Assigned to Apt. No.: \_\_\_\_\_  
Rent: \_\_\_\_\_  
Applicant Notified by: \_\_\_\_\_  
Anticipated Move-In Date: \_\_\_\_\_

Sandy Ridge Apartments  
175 Pennsgrove-Auburn Road  
Apt. 607-Office  
Carney's Point, NJ 0869

856.299.6930  
856.299.3429 (Fax)

Authorization for Release of Information: Landlord History  
(Head of Household ONLY)

Name \_\_\_\_\_  
Last First Middle Initial

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

Present Address \_\_\_\_\_  
City State Zip Code

Name of Landlord \_\_\_\_\_

Is your name on the Lease? \_\_\_\_\_ If no, whose name is? \_\_\_\_\_

How long did you live at this address? \_\_\_\_\_

Is the Landlord a family member? \_\_\_\_\_ If yes, how are you related? \_\_\_\_\_

Former Address \_\_\_\_\_  
City State Zip Code

Name of Landlord \_\_\_\_\_

Was your name on the Lease? \_\_\_\_\_ If no, whose name was? \_\_\_\_\_

How long did you live at this address? \_\_\_\_\_

Was the Landlord a family member? \_\_\_\_\_ If yes, how are you related? \_\_\_\_\_

IN COMPLIANCE WITH THE FAIR CREDIT REPORTING ACT, THIS NOTICE IS TO INFORM YOU THAT THE PROCESSING OF THIS APPLICATION INCLUDES BUT IS NOT LIMITED TO MAKING ANY INQUIRIES DEEMED NECESSARY TO VERIFY THE ACCURACY OF THIS INFORMATION HEREIN, INCLUDING PROCURING CONSUMER REPORTS FROM CUSTOMER REPORTING AGENCIES AND PERTAINING CREDIT INFORMATION FROM OTHER CREDIT INSTITUTIONS.

**I HEREBY GRANT THE ABOVE PROPERTY/LANDLORD MANAGEMENT AGENT, WHICHEVER IS APPLICABLE AND ITS DESIGNER, APARTMENT CREDIT SERVICE, A CREDIT AGENCY, THE RIGHT TO PROCESS THIS APPLICATION FOR THE PURPOSE OF OBTAINING A RENTAL RELEASE.**

**ADDMONALLY, I AUTHORIZE ALL CORPORATIONS, COMPANIES, LAW ENFORCEMENT AGENCIES AND FORMER EMPLOYERS TO RELEASE INFORMATION THEY MAY HEVE ABOUT ME AND RELEASE THEM FROM ANY LIABILITY AND RESPONSIBILITY FROM DOING SO.**

**THE UNDERSIGNED AGREES THAT THIS APPLICATION SHALL REMAIN THE PROPERTY OF THE APARTMENT COMLEX, LANDLORD OR REALTOR, REGARDLESS IF RENTAL LEASE IS GRANTED.**

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**APPLICANT SIGNATURE**

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