

Lighthouse Landings

6640 Heron Neck Drive
 Indianapolis IN 46217
 Ph: 317.780.8100
 Fax: 317.780.7882

Date: _____	Move-In Date: _____
Rate: _____	Lease Term: _____
Apt. Type: _____	Unit #: _____
Address: _____	
Special Terms: _____	

LEASE APPLICATION

Name: _____	(First) _____ (Middle) _____ (Last) _____			Marital Status: _____	Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/>
(Check One)					
Date of Birth: _____	Age: _____	Social Security No: _____	Driver's License No: _____	State: _____	
Phone No: () _____	Alternate No: () _____	Email Address: _____			

Residency Information							
Current Address: _____	_____	City: _____	State: _____	Zip: _____	Own <input type="checkbox"/> / Rent <input type="checkbox"/>		
Monthly Payment: \$ _____	Landlord / Mortgage Company: _____	Phone No: () _____			Dates (to/from): _____		
Previous Address: _____	_____	City: _____	State: _____	Zip: _____	Own <input type="checkbox"/> / Rent <input type="checkbox"/>		
Monthly Payment: \$ _____	Landlord / Mortgage Company: _____	Phone No: () _____			Dates (to/from): _____		
Have you ever broken a lease with an apartment community? Yes <input type="checkbox"/> No <input type="checkbox"/>				Have you ever been evicted from an apartment community? Yes <input type="checkbox"/> No <input type="checkbox"/>			

Occupant Information (please list all persons who will permanently occupy, or occupy for a lengthy period of time, leased premises - include spouse, children, family members and/or roommates):		
Name	Relationship	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Do you have Pets? Yes <input type="checkbox"/> No <input type="checkbox"/> What type and breed of Pet do you have? _____		
Do you have a musical instrument? Yes <input type="checkbox"/> No <input type="checkbox"/> What type of musical instrument do you have? _____		
Do you have a Surround Sound System? Yes <input type="checkbox"/> No <input type="checkbox"/>		

Employment Status (if less than one year, please give prior employment information):	
Current	Previous
Employer's Name: _____	Employer's Name: _____
Employer's Address: _____	Employer's Address: _____
Employer's Phone No.: _____	Employer's Phone No.: _____
Position: _____	Position: _____
Gross Monthly Income: _____	Gross Monthly Income: _____
Supervisor Name: _____	Supervisor Name: _____
No. of Years Employed: _____	No. of Years Employed: _____
Additional Verifiable Income Source and Amount: _____	

Vehicle Information (only one vehicle per person permitted unless authorized by management)						
Type	Make	Model	Year	Plate Number	Financed By / Monthly Payments	
Automobile <input type="checkbox"/> Truck <input type="checkbox"/> Motorcycle <input type="checkbox"/> Recreational Vehicle / Boat <input type="checkbox"/>	_____	_____	_____	_____	_____	
Automobile <input type="checkbox"/> Truck <input type="checkbox"/> Motorcycle <input type="checkbox"/> Recreational Vehicle / Boat <input type="checkbox"/>	_____	_____	_____	_____	_____	

Emergency Contact			
Name: _____	Relationship: _____	Phone No : () _____	Alternate Phone No: () _____

A non refundable fee of \$ 40.00 is submitted with this application and will be applied as a processing fee. In addition, a fee of \$ 75.00 is submitted as a reservation fee. I understand, upon application approval, the holding fee will be non refundable. Therefore, if I should cancel my application after 72 hours, the holding fee will be non-refundable, unless application is not accepted based on our application criteria.

By signing this application, I give permission to verify the above information and any subsequent information found while conducting a credit, employment, residency and criminal background evaluation. To the best of my ability all information represented, by me, is accurate and complete. If information is found to be falsified, said application will be declined.

 Owner's Representative

 Signature of Applicant

 Date

 Date



Lighthouse Landings Qualifying Standards

It is the policy of Goldoller Management Services and Lighthouse Landings Apartment Homes to treat all current and prospective residents in a fair, professional manner, without regard to race, color, religion, sex, familial status, handicap, or national origin. Applicant(s) must be eighteen years of age.

Availability:

Applications for apartment homes will be accepted on a first come first served basis and subject to the availability of the apartment type requested. Rental rates are subject to change without notice.

Rental Applications:

An application for occupancy must be completed and maintained for each legal adult prospective resident (age 18 and older) who will be living in the apartment or contributing to the payment of rent. Any false information will constitute for grounds for rejection of application and the lease will be nullified. All occupants must be listed at the time of application.

We require a non-refundable \$40.00 per person application fee and a \$75 non refundable administrative fee at the time of application. All resident moving in on or after the 25th of the month must pay the prorated rent for the current month as well as the first full month's rent, unless otherwise authorized by management.

Security Deposits:

A security deposit in the amount of at least \$200.00 with approved credit is required at this time of application.

Deposit may be applied by management to satisfy all or part of the resident's obligations, and such act shall not prevent management from cleaning damages in excess of the deposit. If the application is rejected by management, the security deposit and administrative fee will be refunded in full. Should cancellation of the application occur after 72 hours from the date of applying, applicants deposit and administrative fee will be nonrefundable. If there is a delay due to construction, the applicant will not be responsible.

Qualifying Standards:

Rental History: Up to 48 months of positive rental history may be verified on present and previous residence. A positive record of prompt monthly payments, sufficient notice, and no damages are expected. For applicants who are homeowners, permission must be granted to verify payment history with the bank or lending institution.

Credit Report: An unsatisfactory credit report can disqualify an applicant from renting an apartment home at this community. An unsatisfactory credit report is one which reflects past or current bad debts, late payments or unpaid bills, liens, judgments, or bankruptcies. If an applicant is rejected for poor credit history, the applicant will be given the name, address, and telephone number of the credit reporting agency that provided the credit report (but not told the content of the credit report). An applicant rejected for unsatisfactory credit is encouraged to obtain a copy of the report from the credit reporting agency, correct any erroneous information that may be on the report, and resubmit an application to this community. The following are criteria that we look for on the credit report: 1. Applicants who have filed bankruptcy must provide proof of discharge for 6 months in order to be considered. Additional deposit may be required and re-established credit should be present. 2. Medical bills and student loans are not considered unpaid collections or write-offs. 3. Applicants with recent history of late/slow pays may be required to pay an additional deposit of up to one month's rent.

Employment: Stable employment record and income verification may be required. In order for an application to be approved, he/she must generally earn a gross monthly basis of a minimum of three times the gross monthly rent. Acceptable income verification if required may include: two most recent pay stubs, a letter from the employer, the most recent W2 form; or for self-employed applicants, a copy of the most recent tax return or certified verification from his/her company accountant or bank. Financial assistance such as child support, social security, or AFDC income must have supporting documents to be considered with gross income.

Criminal History: An applicant will be disqualified if the criminal history shows one or more of the following: 1. Convictions of the applicant or a member of the applicant's household of a felony in any state or federal court. 2. Arrest of the applicant or member of the applicant's household within the past 12 month period or conviction of the applicant or member of the applicant's household in within the prior six months for drug related activity or violent criminal activity. Drug related activity defined as manufacture, sale, distribution, use or possession with the intent to manufacture, sell, distribute, or use of a controlled substance. (As defined in the Controlled Substance Act).

Evaluation:

Based on the above criteria, we may choose to accept or reject an applicant, or seek additional requirements for approving the lease. These requirements may include, but are not limited to, additional documentation of income or employment, additional rental references, an additional deposit, or a co-signer.

Co-Signers:

In the event a co-signer is required, he/she must complete an application for occupancy and meet all the income and qualifying standards. A co-signer will be fully responsible for the Lease Agreement if the occupying resident(s) default.

Subletting:

Subletting is strictly prohibited.

Renter's Insurance:

It is a requirement of Lighthouse Landings Apartments that all residents maintain a current Renter's Insurance Policy with a minimum personal Liability amount of \$300,000. A copy of this policy must be submitted for your lease file at the time of move in. Failure to have a current policy in place at the time of move in will prevent applicant from gaining possession of the apartment home. It is also required to submit proof of this policy with each new lease term or renewal.

Occupancy Standards:

Occupancy standards must comply with Federal, State and Local fair housing and civil rights laws, landlord-tenant laws, and zoning restrictions. The following standards should be used solely as guidelines:

<u>Apartment Size</u>	<u>Maximum Occupants</u>
One Bedroom	2 Persons
Two Bedroom	4 Persons

Roommates:

Each person must complete an application and will jointly qualify for the apartment. Each is fully responsible for the entire rental payment, and each must execute the lease agreement and its supporting documents.

By signing below, you acknowledge and fully understand and accept the terms for qualification for Lighthouse Landings Apartments. Furthermore, by signing below, you give consent for Lighthouse Landings Apartments to verify the information provided on the application and/or credit report obtain a copy of my criminal and rental history. I also acknowledge that the application fee is non-refundable from the time the application was submitted. Please submit this page with your application.

_____	_____
(Applicants Signature)	(Date)
_____	_____
(Applicants Signature)	(Date)
_____	_____
(Applicants Signature)	(Date)
_____	_____
(Applicants Signature)	(Date)

