

CHESTNUT TREE APARTMENTS

2207 Sumpter Street
Hoover, Alabama 35226
(205) 823-3800

Rental Application

FOR OFFICE USE ONLY	
DATE _____	_____
PROPERTY _____	_____
APT. NO. _____	RENT \$ _____
AGENT _____	_____

Please complete all requested information on the front and back of this form. Thank you for your interest in our apartments.

Date of Application _____ Desired Date of Occupancy _____
Type and Size of Apartment Wanted (No. of Bedrooms, etc.) _____

PERSONAL INFORMATION

APPLICANT'S FULL NAME _____ **Date of Birth** _____
Social Security No. _____ Driver's License No./State _____
E-mail Address _____
CO-APPLICANT'S FULL NAME _____ **Date of Birth** _____
Social Security No. _____ Driver's License No./State _____ Relationship _____
E-mail Address _____

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 _____
Present Telephone _____ Dates From _____ To _____
Present Landlord or Mortgage Co. _____ Telephone _____
Monthly Payment \$ _____ Reason for Moving _____
PREVIOUS ADDRESS _____
Dates From _____ To _____
Previous Landlord or Mortgage Co. _____ Telephone _____
Monthly Payment \$ _____ Reason for Moving _____

EMPLOYMENT INFORMATION

PRESENT EMPLOYER _____ Dates From _____ To _____
Employer's Address _____ Telephone _____
Position _____ Supervisor _____ Gross Monthly Salary \$ _____
PREVIOUS EMPLOYER _____ Dates From _____ To _____
Employer's Address _____ Telephone _____
Position _____ Supervisor _____
CO-APPLICANT'S EMPLOYER _____ Dates From _____ To _____
Employer's Address _____ Telephone _____
Position _____ Supervisor _____ Gross Monthly Salary \$ _____

BANKING AND CREDIT REFERENCES

BANK NAME & BRANCH _____ Telephone _____
 Checking Acct. No. _____ Savings Acct. No. _____
 Loan Acct. No. _____ Monthly Payment \$ _____
 CREDIT REFERENCE _____ Telephone _____
 Address _____ Account No. _____
 CREDIT REFERENCE _____ Telephone _____
 Address _____ Account No. _____
 OTHER REFERENCE _____
 Address _____

OTHER INFORMATION

TOTAL NUMBER OF VEHICLES (Including Company Vehicles) _____
 Make/Model _____ Year _____ Color _____ Tag No./State _____
 Make/Model _____ Year _____ Color _____ Tag No./State _____
 Other Car, Motorcycle, etc. _____

Total Gross Monthly Household Income \$ _____
 If there are other sources of income you would like 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 _____
 Comments: _____

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

In Case of Personal Emergency, Notify _____ Relationship _____
 Address _____ Home Phone _____ Work Phone _____

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'S SIGNATURE _____
 CO-APPLICANT _____
 DATE SIGNED _____

FOR OFFICE USE ONLY — DO NOT WRITE BELOW

Date Application Received _____ Received By _____

REFERENCE VERIFICATION	REMARKS
<input type="checkbox"/> Present Landlord	
<input type="checkbox"/> Previous Landlord	
<input type="checkbox"/> Employment	
<input type="checkbox"/> Previous Employ.	
<input type="checkbox"/> Co-Applicant Employ.	
<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 \$ _____
 Apartment Address _____
 Applicant Notified By _____
 Anticipated Move-In Date _____

Statement of Rental Policy

Equal housing Opportunity: Sterling Residential Properties, LLC is an equal housing provider. This property does not discriminate on the basis of race, color, religion, sex, disability, familial status, or national origin.

Touring of the Community: We do not show any apartments if weather conditions pose a possible threat to anyone's safety, or after dusk.

Availability: Applications for apartment homes will be accepted on a first come, first-serve basis and subject to availability of the apartment type requested. Apartment type, location, and price will not be guaranteed without a completed application along with paid application fee and reservation fee.

Rental Applications: Separate Rental applications are to be completed by each applicant. Any omissions or falsifications may result in rejection of an application or termination of a lease. **Required fee:** For verification of information, a non-refundable application fee of \$100 is required for each application submitted.

Payment of Monies: Damage deposits must be paid separately from application fees. All payments of money must be in the form of a check, money order, cashier's check, debit or credit cards. No cash payments will be accepted. Please make payments payable to **Chestnut Tree Apartments**.

In order to approve an applicant for residency, each of the three criteria listed below must be of positive rating. If there is a negative rating in any one category, the applicant will be notified of denial within 72 hours of submitting the application. The minimum age of an applicant to lease is 18 years of age.

Qualifications Standards:

Credit Check – Sterling Residential Properties, LLC uses an empirically derived, statistically sound, credit scoring system to evaluate your consumer credit report as well as your national landlord tenant court record report. Credit scoring is based on real data and statistics, so it treats all applicants objectively. Your consumer credit report contains information about you and your credit experiences, such as your bill-payment history, the number and type of accounts that you have, late payments, collection actions, outstanding debt, and the age of your accounts. Using a statistical program, we compare this information to the credit performance of other applicants with similar profiles which allows us to predict how likely it is that you will pay your rent in a timely manner.

Based upon your credit score, your application will either be: accepted, declined or accepted on the condition that an additional security deposit be paid. 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. Declined applicants are encouraged to obtain a copy of their credit report, correct any erroneous information that may be on the report and submit a new application to this community for further consideration.

Income/Employment – Income must be three (3) times the amount of rent: Applies to married couples, roommates, co-residents, singles or combinations. No minimum length of employment is required, but must be verifiable at the time of move in. Allowances from inconsistent income such as alimony, child support, commissions, or tips will require written verification. In the event an applicant is self-employed, an accountant or a statement of the previous year's income tax requires written verification.

Unemployed applicants must meet all residency requirements and three (3) months advance rent is required in addition to all deposits. Students and retired applicants must meet all residency requirements.

Residence – Positive rental history for two (2) year period must be provided. All residence histories must show a prompt payment history, no complaints of disturbances, and sufficient notice to vacate given.

Criminal History: Applicants with a criminal history involving the following offenses for the specified lengths of time will be disqualified and unable to rent an apartment at our property. Criminal background checks will be performed for all addresses at which the applicant resided over the twenty four (24) months prior to the date of application:

- Conviction of any felony
- Conviction of misdemeanors involving offences against persons, fraud, the government, public peace and order, firearms, organized crime and sex or sex offenses.

For the above offenses, the limiting age or length of time will be:

- Felony convictions involving crimes against property, animals, persons, fraud, family relations, government, firearms or weapons, organized crime, illegal drugs, and sex or sex offenses: **Any length of time**
- Felony convictions involving computers and telecommunications or public peace: **Seven (7) years**
- Misdemeanors involving crimes against the government, firearms or weapons, organized crimes, and sex or sex offenses: **Any length of time**
- Misdemeanors involving crimes against persons: **Ten (10) years**
- Misdemeanors involving crimes of fraud or public peace: **Seven (7) years**

Note: Arrests which have *not* resulted in adjudication will *not* result in rejection of an application. Convictions of crimes involving alcohol or vehicles and certain “victimless” crimes will *not* result in rejection of an application. Unknown dispositions, probation, parole, deferred adjudication, and withheld adjudication will be treated the same as conviction of an offense for the length of time specified above.

Damage Deposits: For all floor plans, a deposit of \$200 must be submitted at the time you sign your lease agreement. This deposit will be held for any damages when you move out. Once occupancy is taken by the applicant, the lease is completed and proper written notice to vacate is submitted to management, the security deposit will be refundable within reasonable time as stated by State Law from the date the resident moves out and submits all keys to the management office. If there are damages to the apartment, the damage deposit will be applied to the amount owed.

Lease Agreements: All adult occupants are required to be listed on and sign the lease agreement. Each adult is fully responsible for all terms of the lease, including the entire rental payment. Keys will not be issued prior to the scheduled move in date unless approved by management and the daily prorated rent is paid for each day. Keys shall not be issued, nor items of any kind be stored in an apartment, until the lease agreement is signed by at least one occupant and all monies due are paid. This includes authorizing access to the apartment for a moving company, rental company, ect.

Occupancy Restrictions: No more than two (2) occupants per bedroom in each floor plan plus one infant up to 18 months.

Co-Signing and Subletting: No co-signing or subletting of leases is allowed without prior written permission from management.

Pets: Pets are prohibited without prior written consent from management. No visiting pets are allowed. All pets are subject to management approval. If management approves a pet, the following is required: **Only 2 per apartment will be allowed. All pets must be 25 pounds or less when full grown.** A non-

refundable pet fee of \$300 must be paid in full at the time your pet arrives in the apartment or at lease signing if you are a new resident. A pet addendum must be signed by all persons on the lease and will be kept in the file of that apartment. Furthermore, all pets must be kept on a leash at all times and are prohibited in the following areas: Pool Area, Laundry Facilities, and Clubhouse.

Military: A military addendum is required to be signed by all occupants listed on the lease. A thirty (30) day written termination is required with military orders requiring permanent residency 50 miles outside of the city limits.

Rent/Deposit Specials: A reduced rental rate or deposit may be offered according to the current market status. No rate reductions are guaranteed without submitting an application, and application fee. Any rate is subject to change without prior notice. Residents choosing to transfer within Chestnut Tree Apartment community are not eligible to receive "new move in" incentives or discounts of any type until the completion of their current lease term.