



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 _____ Home Phone _____
Cell Phone _____ Work Phone _____ E-mail Address _____
CO-APPLICANT'S FULL NAME _____ Date of Birth _____
Social Security No. _____ Driver's License No./State _____ Home Phone _____
Cell Phone _____ Work Phone _____ 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 _____
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 to use 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 _____ Telephone _____
 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 _____

Criminal Background Check

Release Form

Company _____

NAME(print) _____
Last First Middle Maiden

ADDRESS _____
Street City State Zip

PREVIOUS ADDRESS _____

DATE OF BIRTH _____ RACE _____ SEX _____

SOCIAL SECURITY # _____

DRIVER'S LICENSE # _____ STATE _____

* * *

In connection with my application for employment (including contract for service) or residence leasing with you, I understand that inquiries are to be made on myself including consumer credit, criminal convictions, motor vehicle, and other reports. Further, I understand that you will be requesting information from various Federal, State, and other agencies that maintain records concerning my past activities relating to my driving, credit, criminal, civil, education, police arrest records in any criminal justice agency in the US and other experiences.

I authorize without reservation any party or agency contacted by this company to furnish the above-mentioned information.

X _____
Applicant Signature

Date

Logan Properties
457 Flint Hill Rd.
Bessemer, AL 35022

RESIDENTIAL HISTORY RELEASE

I, _____ hereby authorize permission to release my rental history records to Logan Properties in order to process my application for rental.

Signature

Date

Please Date and Sign This Form Only – Your Landlord Will Complete Below.

In order to process our application, we require verification of the following information:

Dates of Occupancy: _____

Monthly Rent Amount: \$ _____

Any Late Payments or NSF's? _____ If yes, how many _____

Is Account in Arrears? _____ If yes, how much _____

Condition of Apartment: _____

Has/Will Deposit Be Refunded? _____

Any Noise Complaints? _____

Would You Re-Rent To This Individual? _____

Please fax the completed form to _____. If you have any questions, please call our office at _____.

Information Verified By:

Name and Title

Logan Properties
457 Flint Hill Rd.
Bessemer, AL 35022

EMPLOYMENT HISTORY RELEASE

I, _____ hereby authorize permission to release my employment history records to Logan Properties in order to process my application for rental.

Signature

Date

Please Date and Sign This Form Only – Your Employer Will Complete Below.

In order to process our application, we require verification of the following information:

Hire Date: _____

Ending Date: _____

Job Title/Position: _____

Full or Part Time: _____

If Part Time, Approximate Number of Hours Per Week: _____

Permanent or Temporary: _____

Salary: \$_____ Per _____

Please fax this completed form to _____. If you should have any questions, please call our office _____.

Information Verified By:

Name and Title

Logan Properties

LEASING CRITERIA

Equal & Fair Housing: We do not discriminate on the basis of race, color, religion, sex, disability, familial status or national origin.

Availability: Applicants for apartment homes will be accepted on a first come, first serve basis and are subject to the availability of the apartment floor plan requested.

Rental Applications: Rental applications must be completed by each applicant (defined as all residents to be identified in the Lease Agreement as the persons responsible for paying rent). Any omissions or falsifications may result in rejection of an applicant or termination of a Lease. A driver's license or other state or federally issued photo I.D. will be required for identification prior to showing an apartment home. This I.D. will be kept in a secure location in the rental office and returned once the apartment tour is completed. All applicants must be a minimum age of eighteen (18) years of age.

Qualifying Criteria: In approving an application for residency, the following criteria must be met:

Income: Gross income per individual or married couple must be 3 times the amount of market rent. Roommates must qualify individually and are required to make 2.5 times the amount of market rent.

Employment: Applicants must have at least 6 months of current verifiable employment. The submission of two (2) paycheck stubs with year-to-date information will be sufficient. If the application has less than 6 months current employment, we must verify at least two years of previous employment. Full-time students may require a co-signer, proof of enrollment or graduation. Self employed individuals must provide a financial statement from a CPA or previous year's tax return. Retired applicants must provide a verifiable source of income to indicate the ability to pay. **

Rental History: Applicants must provide 12 months of current verifiable rental history. An application will not be approved if there is an outstanding balance owed to an apartment community or mortgage company. Additionally, all adult applicants must have acceptable rental history with no prior evictions and no history of default in lease obligations or community policies. The following will be verified: (a) length of residency; (b) consistency and timing of payments; (c) adherence to community policies; (d) if proper notice was given. All addresses showing up on the credit report will be verified. Should you have a balance or fail to fulfill a lease obligation with another community, you will need to provide a written statement from the rental management or mortgage company that the balance has been paid. If rental is from an individual owner, applicant must provide a copy of the lease and 6 months of rental receipts. **

Credit: All credit reports are processed through a CSC Credit Service. Credit report must meet minimum requirements. **

Criminal Background Check: A criminal background will be included as a part of the application process.

****Applicants may be required to pay a higher security deposit in order to fulfill the employment or credit requirements:** (a) Applicant has insufficient rental history due to being a first time renter or from a country in which rental history could not be established; (b) Applicant has insufficient employment history or applicant has no established credit history; (c) Beacon score on credit falls between.

Applicant must meet the income qualifying guidelines. An additional deposit will not be accepted in lieu of derogatory credit or rental history.

An applicant will automatically be denied for the following reasons:

Anyone having been convicted of manufacturing or distributing a controlled substance.

Anyone convicted of a felony.

Falsification of any information on the rental application.

Anyone not providing all required application information within 72 hours.

Anyone previously foreclosed on, evicted or sued for rent or apartment damages.

Co-Signers: Co-signers are accepted only for students. Co-signers must complete an application, meet all leasing criteria requirements and must make five (5) times the apartment market rent in monthly verifiable income.

Occupancy: No more than two occupants per bedroom in each floor plan.

Application Fee: A non-refundable \$45.00 application fee will be submitted in certified funds (cashier's check or money order) per applicant.

Security Deposit: A good faith deposit of \$250.00 will be submitted in certified funds (cashier's check or money order) with the application for residency. This deposit is fully refundable providing all the provisions of the lease agreement are met upon move-out. If for any reason management decides to decline the application, management will refund the good faith deposit in full. The security deposit will not be refundable if the applicant cancels after 72 hours of the date of the application or refuses to occupy the premises on the agreed upon date.

Utilities: Residents are responsible for payment of electricity, water/sewer, telephone service and cable.

Rental Payments: A FULL month's rent will be due and payable in certified funds (cashier's check or money order) on move in day. Any prorated rent will be credited in the second month of occupancy. Rent is due on the first (1st) day of each calendar month and is considered late after 8:00 a.m. on the sixth (6th) day of every month. A late fee equal to 10% of your monthly rent will be charged on the 6th day of every month. **No partial payment will be accepted and only one check per apartment for the full rent amount due will be accepted.** Checks, cashier's checks or money order are the requested forms of payment. All returned checks will be assessed an NSF fee of \$25.00, in addition to the 10% late fee. After two (2) NSF checks are tendered, resident(s) will be placed on a cashier's check or money order basis for the remainder of residency.

Vehicles: Two vehicles will be permitted for one and two bedroom apartment homes. Three vehicles will be permitted for three bedroom apartment homes.

Water Items: Waterbeds and aquariums are only permitted with management's written approval. Cedar Creek Court requires proof and verification of renter's insurance specifically outlining coverage for these items. This proof of renter's insurance will be required prior to signing a lease agreement.

RENTER'S INSURANCE: Management STRONGLY recommends the procurement of renter's insurance. The property, property owners nor any of it's employees will be held responsible for damages caused by fire, flood, burst pipes, roof leaks, sewer backups or any other occurrence beyond management control.

Pets: Pets are allowed under the following circumstances:

- (a) Pets must be less than 30 pounds at full adult growth.
- (b) No vicious breeds will be allowed. Vicious breed description is at the discretion of management.
- (c) One pet per apartment only.
- (d) A non-refundable pet fee in the amount of \$250.00 will be paid prior to moving the pet in to the apartment and an additional \$20.00 per month pet rent is due on the first of each month.
- (e) Be aware that each resident is responsible for picking up after their pets. Anyone found not doing so will be fined \$50.00 per occurrence.

IMPORTANT NOTICE: ALL residents that appear on the lease agreement as a responsible party must sign all applicable leasing documents prior to receiving any keys. Please make arrangements to sign paperwork on or before your move-in date to avoid any delays.

I/We have read and agree to the above criteria from which my/our application(s) will be approved.

Applicant

Date

Applicant

Date