

## SPRING ARBOR APARTMENTS – RENTAL APPLICATION

OFFICE: 108 N. Main Street • PO BOX 216 • Berrien Springs, MI 49103-0216 269-471-0485  
Applications must be mailed or dropped off and accompanied with all documents before review

Please Print Clearly

### PERSONAL INFORMATION

Applicant's Full Name \_\_\_\_\_  
 Current Address \_\_\_\_\_  
 Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_  
 Driver's License/State \_\_\_\_\_  
 Email \_\_\_\_\_  
 Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
 Name of Spouse \_\_\_\_\_  
 Spouse's Social Security Number \_\_\_\_\_ Spouse's Date of Birth \_\_\_\_\_  
 Spouse's Driver's License/State \_\_\_\_\_ Spouse's Cell Phone \_\_\_\_\_

### RESIDENT HISTORY

Present Landlord or Mortgage Company \_\_\_\_\_  
 Phone \_\_\_\_\_ Current Monthly Payment \_\_\_\_\_  
 Length of Residence \_\_\_\_\_ Reason for Moving \_\_\_\_\_  
 \_\_\_\_\_  
 Previous Address \_\_\_\_\_  
 Previous Landlord or Mortgage Company \_\_\_\_\_  
 Phone \_\_\_\_\_ Previous Monthly Payment \_\_\_\_\_

### EMPLOYMENT INFORMATION

**PRESENT STATUS**    Employed Full Time    Part Time    Not Employed    Retired    Student  
 If Student, List School \_\_\_\_\_  
 Student ID # \_\_\_\_\_ School Phone \_\_\_\_\_  
**APPLICANT'S CURRENT EMPLOYER** \_\_\_\_\_  
 Employer's Address \_\_\_\_\_  
 \_\_\_\_\_  
 Employer's Phone \_\_\_\_\_ Employer Fax \_\_\_\_\_  
 Length of Employment \_\_\_\_\_ Gross Monthly Earnings \_\_\_\_\_  
 Current Position \_\_\_\_\_  
**SPOUSES' CURRENT EMPLOYER** \_\_\_\_\_  
 Employer's Address \_\_\_\_\_  
 \_\_\_\_\_  
 Employer's Phone \_\_\_\_\_ Current Position \_\_\_\_\_  
 Length of Employment \_\_\_\_\_ Gross Monthly Earnings \_\_\_\_\_

### OTHER INCOME

**COMPLETE IF PARENT WILL BE CO-SIGNING WITH YOU:**

Parent Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Parent Address \_\_\_\_\_  
 \_\_\_\_\_  
 Parent Employer \_\_\_\_\_ Work Phone \_\_\_\_\_  
 Parent Gross Monthly Earnings \_\_\_\_\_ Parent Social Security Number \_\_\_\_\_  
 Parent Drivers License/State \_\_\_\_\_ (Provide Copy of DL)  
 Parent Date of Birth \_\_\_\_\_

**OTHER SOURCES OF INCOME:**

Amount \_\_\_\_\_ per \_\_\_\_\_ Source Name \_\_\_\_\_  
 Source Address \_\_\_\_\_ Phone \_\_\_\_\_  
 Amount \_\_\_\_\_ per \_\_\_\_\_ Source Name \_\_\_\_\_  
 Source Address \_\_\_\_\_ Phone \_\_\_\_\_

**TOTAL GROSS MONTHLY INCOME ALL SOURCES**                      \$ \_\_\_\_\_

### BANKING AND CREDIT REFERENCES

Bank or Credit Union Name and Branch \_\_\_\_\_  
 Phone \_\_\_\_\_ Checking Account # \_\_\_\_\_  
 Credit References (check all that apply)  
 Any Loans?    Car    Student    Other, Explain \_\_\_\_\_  
 Total Monthly obligation of above loans \_\_\_\_\_ Loan # \_\_\_\_\_  
 Any other credit references? \_\_\_\_\_ Account # \_\_\_\_\_

### OCCUPANT & VEHICLE POLICY

\*Applicant(s) and all other ADULT occupants must submit a copy of a photo ID. Applicants agree to keep the "Other Occupant List" current for office files. Occupancy Limitations: We permit a maximum of 2 persons in a one bedroom apartment and a maximum of 4 persons in a two bedroom apartment. Infants younger than six (6) months do not count as occupants for purposes of these Limitations. Maximum 2 vehicles, including motorcycles, strictly enforced. Unauthorized vehicles will be towed at vehicle owner's expense.

Full Names of All Other Residents	Relationship to You	Auto Plate#/Color/Make

