

GK REAL ESTATE, LLC – SPRING ARBOR APARTMENTS - LEASE APPLICATION

OFFICE: 108 N. Main Street • PO BOX 216 • Berrien Springs, MI 49103-0216 269-471-0485

Lease Applications must be mailed & accompanied with all required items 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 _____
Spouse's Email _____

RESIDENT HISTORY

Current Landlord or Mortgage Company _____
Phone _____ Email _____
Length of Residence _____ Reason for Moving _____
_____ Current Monthly Rent _____
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 _____ Parent's Email _____

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. Apartment mates must be registered (\$20 for background check). Applicants agree to keep the "Other Occupant List" current for office files. Occupancy Limitations: We permit a maximum of 2 persons per bedroom. 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

OTHER INFORMATION

HAVE YOU OR CO-APPLICANT, OR ANY ROOMMATE/APARTMENT MATE EVER

Been sued for non-payment or damages of rental?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments, Explain _____
Been evicted or asked to move out?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments, Explain _____
Broken a Lease Agreement?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments, Explain _____
Applied for a rental property with us?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments, Explain _____
Declared Bankruptcy?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments, Explain _____
Been convicted of a felony?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments, Explain _____
Are you required to register as a Registered Sex Offender?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments, Explain _____
Do you have a piano or organ?	<input type="checkbox"/> Yes <input type="checkbox"/> No	These are only permitted on lower floor apartments.
Do you currently or have you ever experienced bed bugs in another dwelling?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments, Explain _____
Have been exposed to bed bugs, but all personal property has been treated by a licensed pest control professional & is free from infestation? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever experienced flooding or mold in another dwelling? <input type="checkbox"/> Yes <input type="checkbox"/> No Comments, Explain _____		

In case of emergency, notify _____ Relationship _____
 Address _____ Home Phone _____ Work Phone _____

It is understood this property is being rented in its present condition. I (we) the undersigned, agree to execute the said lease on or before the possession date and on the following terms: Applicant agrees to purchase a renter's insurance policy with liability of at least \$50,000.00. This is a nonsmoking & pet free property.

Lease Rate:	1 bedroom or 2 bedroom (circle 1) Apt #, if known
Desired Possession Date:	Berrien Springs, MI 49103:

FEES, DEPOSIT & RENT PAYMENT PROVISION

☐ **Application Fee of \$40 (non- refundable) for each Applicant for credit history, background, income, rental history. If Co-Signer is required, they too must submit an Application Fee of \$40.**
☐ **Application Deposit (same as one month's rent- only refundable if application is refused) If accepted, these funds are used to reserve the unit for you until the date of apartment release.**
☐ **A copy of photo ID for each Applicant and Co-Signer.**
THE ABOVE ITEMS ARE TO BE SUBMITTED WITH THE COMPLETED APPLICATION. Checks must be from Applicant or Co-Applicant's checking account. Submission of application does not guarantee property, it only begins the application review process.

If accepted, Advance Rent is due on or before release date. The rent will be prorated if release date is not on the first of the month. If said rent is not paid or utilities are not in Applicant/Co-Applicant's name by release date, the Applicant/Co-Applicant defaults deposit and Owner or Agent reserves the right to re-rent apartment. Application deposit can be applied to security deposit due at release date.

WRITE CHECKS TO: GK REAL ESTATE, LLC **AMOUNT OF DEPOSIT PAID** \$ _____

Applicant Signature	Spouse Signature	Co-Signer Signature	Date
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By signing this application/agreement, the Applicant/Co-Applicant agrees to all the terms of the lease agreement, and represents that the statements above are true and correct. Applicant/Co-Applicant authorizes landlord/owner or landlord's agent to make any and all inquiries necessary to verify the information provided herein, including, but not limited to, direct contact with Applicant's/Co-Applicant's employer, past employers, landlord, prior landlords, credit, neighbors, police agencies and all other sources of information which the landlord/owner may deem necessary and appropriate within his/her sole discretion.

Landlord is an equal opportunity housing provider. We do not discriminate on the basis of race, color, national origin, sex, marital status, age, familial status, or disability. Local or State laws may provide additional protected classes from discrimination. You can call the U.S. Dept. of Housing & Urban Development (HUD) at 1-800-424-8590 or the Fair Housing Center of Southwest Michigan at 1-800-637-0733 to ask questions regarding discrimination.

APPLICANT: PLEASE DO NOT WRITE BELOW

THIS APPLICATION ☐ APPROVED ☐ NOT APPROVED By _____ Date _____

If not approved, specify reason(s) _____

Applicant Notified by (Name) _____ Date Notified _____ Notified by: ☐ LETTER ☐ FORM ☐ TELEPHONE ☐ FAX ☐ IN PERSON