

APPLICATION FOR APARTMENT

Metairie Plaza _____ Date: _____
Apartment #: _____
Desired Date of Occupancy: _____ Monthly Rental Rate: \$ _____
Lease Term: _____ Security Deposit: \$500 Pet Fee: \$ _____
This information is sought to assure the most responsible residents and occupants possible and to assist the management in case of emergencies. Your cooperation is appreciated.

Full Name of Applicant/Occupant _____ Date of Birth _____ Email Address _____
Telephone No. _____ Driver's License No./State _____ Social Security No. _____
Marital Status _____ Single _____ Married _____ Divorced _____ Widowed _____ Separated _____

RENTAL HISTORY

Address Presently Residing _____ City/State/Zip Code _____ How Long? _____ Monthly Rent _____
Name of Apartment Presently Residing _____ Apt. No. _____ Phone No. _____ Owner/Manager's Name _____

Why Are you Leaving Your Present Address?

Name of Apartment at Which You Previously Resided _____ How Long? _____ Phone No. _____
Address _____ Apt. No. _____ City/State/Zip Code _____ Owner/Manager's Name _____

Have you or any occupant who will be living in this apartment ever: (A) been evicted or asked to move out? (B) broken a rental agreement or lease contract? (C) declared bankruptcy?

Have you or any occupant who will be living in this apartment ever: (A) been sued for non-payment of rent? (B) been sued for damages to rental property?

EMPLOYMENT HISTORY

Name of Employer _____ Address _____ City/State/Zip Code _____
Position/Profession _____ How Long? _____ Work Phone No. _____
Gross Monthly Income _____ Name of Supervisor _____ Supervisor's Phone No. _____

Previous Employer _____ Address _____ City/State/Zip Code _____
Position/Profession _____ How Long? _____ Work Phone No. _____
Gross Monthly Income _____ Name of Supervisor _____ Supervisor's Phone No. _____

Full Name of Spouse _____ Date of Birth _____
Spouse's Social Security No. _____ Driver's License No./State _____
Spouse's Present Employer _____ Address _____ City/State/Zip Code _____
Position/Profession _____ How Long? _____ Work Phone No. _____
Gross Monthly Income _____ Name of Supervisor _____ Supervisor's Phone No. _____

CREDIT REFERENCES

Name of Bank	Address	City/State/Zip Code	Phone No.
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Active Checking Account #

Active Savings Account #

Retail Credit (Active Accounts Only)

City

Account #

Visa/Master Card/American Express/Discover

Account #

Expiration Date

Other Credit Card

Account #

Expiration Date

List Children and All Other Adults Who Will be Occupying the Apartment With You

Name

Relationship

Date of Birth

Sex

Social Security #

List All Vehicles to Be Parked on the Premises

Make/Model of Vehicle

Year

License #

State

Color

Make/Model of Vehicle

Year

License #

State

Color

Do You Have Any Pets?

Kind, weight, Breed, Age, Name & color

#Lbs. Full Grown

In Case of Emergency Notify:

Work Phone No.

Home Phone No.

Street Address

City/State/Zip Code

Relationship

In the event of serious illness or death of resident, the above person may _____ or may not _____ enter, remove, and/or store all contents found in the dwelling, storerooms, common area and mailbox.

In the event of serious illness or injury contact the following

City/State

Phone #

How Were You Referred to Us?

Friend

Driving by

Newspaper

Other

Did a Resident at This Property Refer You?

If Yes,

Name

Apartment #

Name of Rental Agency or Locator Service (If Applicable)

Rental Agent's Name

Other Information:

ACKNOWLEDGEMENT BY PERSON(S) SIGNING. The undersigned person(s) represent all the above statements as true and complete and hereby authorize verification of such information via consumer reports, rental history reports and other means. Such authorization does not require owner to make verifications or investigations. Failure to answer any of the above inquires shall entitle owner to reject this application. False information given above shall entitle owner to (1) reject this application, (2) retain the application fee(s) and deposit(s) as liquidated damages for owner's time and expenses of processing this application, and (3) terminate resident's right of occupancy. False information may also constitute a serious criminal offense under the laws of this state. In any lawsuit relating to this application, application agreement or rights under statute of government regulations, the prevailing party is entitled to recover attorney's fees and all other costs of litigation from the non-prevailing party. Owner reserves the right to regularly and routinely furnish information to consumer reporting agencies about performance of lease obligations by residents. Such information may be reported at any time and may include both favorable and unfavorable information regarding a resident's compliance with the lease, rules and financial obligations.

Signature of Applicant/Occupant

Signature of Applicant's Spouse

APPLICATION AGREEMENT

This is to be signed below only if owner has not yet accepted applicants and co-applicants, and if owner has not yet signed the lease contract. Co-Applicants are other persons who are "residents" in the attached lease or in the "Contemplated Lease Information" at the top of this page.

1. **LEASE INFORMATION.** The lease contemplated by the parties is attached or if no lease is attached, the lease shall be the current lease contract. Special information and conditions are indicated in the attached lease or in the "Contemplated Lease Information" above.
2. **APPLICATION FEE, IF APPLICABLE (NOT REFUNDABLE).** Applicant has delivered to owner's representative an "application fee" in the amount indicated below which partially defrays the cost of administrative paperwork. It is not refundable.
3. **APPLICATION DEPOSIT (MAY OR MAY NOT BE REFUNDABLE).** In addition to the above application fee, applicant has delivered to owner's representative an "application deposit" in the amount indicated below. The application deposit is not a security deposit at this time. The application deposit will be either (a) credited to the required security deposit under paragraphs 4 or 5 below, (b) refunded under paragraph 6 below or (c) retained by owner as liquidated damages under paragraphs 7 or 8 below.
4. **APPROVAL WHERE LEASE IS SIGNED IN ADVANCE BY APPLICANT(S).** If applicant and all co-applicants have already signed the lease at the time of owner's approval, owner's representative will notify applicant and all co-applicants of such approval, sign the lease, and then credit the application deposit of all applicants toward the required security deposit.
5. **APPROVAL WHERE LEASE IS NOT YET SIGNED BY APPLICANT(S).** If applicant and all co-applicants have not signed the lease at the time of owner's approval, owner's representative will notify applicant and all co-applicants of such approval, sign the lease when applicant and all co-applicants have signed, and then credit the application deposit of all applicants toward the required security deposit.
6. **REFUND UPON NON-APPROVAL.** If applicant or any co-applicant is disapproved, the application deposit of all applicants will be promptly refunded.
7. **APPLICANTS FAILURE TO SIGN.** Applicant and all co-applicants must sign the lease within three days after receiving notice of owner's approval.
8. **WITHDRAWAL BY APPLICANT.** Owner has agreed to take the dwelling unit off the market while owner considers approval of applicant and co-applicant. Neither the application nor the application deposit may be withdrawn by the applicant or any co-applicant. If applicant or any co-applicant withdraws his application or notifies owner that he has changed his mind about taking the dwelling unit, the application deposit of all applicants will be retained by owner as liquidated damages, and the parties shall have no further obligations to each other.
9. **KEYS.** Keys will be furnished only after (1) the contemplated lease and other rental documents have been signed by owner, applicant and all co-applicants, and (2) all applicable rentals and security deposits have been paid in full.
10. **NOTICES.** If owner notifies either applicant or applicant's spouse, it shall be considered notice to both. If either applicant or applicant's spouse notifies owner, it shall be considered notice from both.

11. NO NOTICE FROM OWNER. If applicant or co-applicants have not received notice of approval or non-approval from owner within 5 days of the latest date shown below, applicant shall be responsible for contacting owner's representatives to verify approval or non-approval.

12. RECEIPT.

Application Fee (Non-refundable, if applicable) \$25.00 _____

Application Deposit (May or may not be refundable) \$500.00 _____

Total monies received by owner on date below. \$ _____

Signature _____ Date _____

Signature of Applicant's Spouse _____ Date _____

Signature of Owner's Representative _____ Date _____

Signature of owner's representative is consent to above application agreement only. It does not bind owner to accept applicant or to sign the proposed lease agreement.