

## Sherwood Apartments / Franklin Court Apartments

### RENTAL APPLICATION

Requested Move-In Date \_\_\_\_\_ (circle property)

#### **Sherwood Apartments**

\$700.00/mo – 1 Bedroom, 1 Bath  
\$900.00/mo - 2 Bedroom, 2½ Bath

#### **Sherwood Townhouses**

\$900.00/mo - 2 Bedroom, 2½ Bath

#### **Franklin Court**

\$750.00/mo – 1 Bedroom, 1 Bath

**A security deposit (same amount as rent) is required to hold an apartment. After the application is submitted and security deposit is accepted it is non-refundable if you decide you will not be leasing the Unit.**

### APPLICANT CONTACT INFORMATION

Full Name \_\_\_\_\_ Male or Female (circle) Age \_\_\_\_\_ D.O.B. \_\_\_\_\_

Social Security # \_\_\_\_\_ Marital Status \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Drivers License # \_\_\_\_\_ State \_\_\_\_\_ Personal Email Address \_\_\_\_\_

Permanent Home Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

**Emergency Contact Name** \_\_\_\_\_ **Relationship** \_\_\_\_\_

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

### **Applicant's Vehicle To Be Parked On Premises (NO motorcycles, boats or trailers allowed):**

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag # \_\_\_\_\_ State \_\_\_\_\_

Applicant and Guarantor acknowledge that accepting the Contract by fax or scanned email is the same as a written signature and is just as binding as an original.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Guarantor Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

### **Please e-mail, fax or mail completed application to:**

Sherwood Apartments, LLC  
201 Academy Road, Suite 5  
Starkville, MS 39759  
Phone 662-323-6755  
Fax 662-323-6814  
Email [jonesrentals@yahoo.com](mailto:jonesrentals@yahoo.com)

### **For 2-Bedroom Unit - Additional Roommate**

Name \_\_\_\_\_ Cell # \_\_\_\_\_ Email \_\_\_\_\_

## APPLICANT EMPLOYMENT VERIFICATION REQUEST

Applicant Full Name \_\_\_\_\_ D.O.B. \_\_\_\_\_ SSN # \_\_\_\_\_

Current Employer \_\_\_\_\_ Position \_\_\_\_\_

Employer Address \_\_\_\_\_ Employment Dates: From \_\_\_\_\_ to \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Monthly Income \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Telephone # \_\_\_\_\_

Email \_\_\_\_\_ Fax # \_\_\_\_\_

**Permission To Release Information** – I hereby authorize the release of all credit, income and rental/mortgage information to the agents and/or employees of Sherwood Apartments, LLC for Resident screening purposes.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**(OFFICE USE ONLY)**

**Employer - Thank you for your cooperation in completing this form. Please return via Fax at 662-323-6814 or by Email to [jonesrentals@yahoo.com](mailto:jonesrentals@yahoo.com)**

### EMPLOYEE INFORMATION

Position Held \_\_\_\_\_

Employment Dates: From \_\_\_\_\_ to \_\_\_\_\_

Monthly Income \_\_\_\_\_

Please Circle Likelihood of Continued Employment:

Not at All   0   1   2   3   4   5   Very Good

**Information Provided By** \_\_\_\_\_

**Title** \_\_\_\_\_

**Date** \_\_\_\_\_

**APPLICANT RENTAL REFERENCE VERIFICATION**

Tenant Name \_\_\_\_\_ Name of Rental Property \_\_\_\_\_

Address for Verification \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Property Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

Reason for Moving \_\_\_\_\_

Have you ever been sued for non-payment of rent or damages to property? Explain if "Yes" \_\_\_\_\_

Have you ever broken a lease or been evicted from an apartment? Explain if "Yes" \_\_\_\_\_

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**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**(OFFICE USE ONLY)**

**Landlord - Thank you for your cooperation in completing this form. Please return via Fax at 662-323-6814 or by Email to [jonesrentals@yahoo.com](mailto:jonesrentals@yahoo.com)**

**RESIDENT INFORMATION**

Rental Dates: From \_\_\_\_\_ to \_\_\_\_\_ Monthly Rent Amount \$ \_\_\_\_\_

Number of times rent paid late: \_\_\_\_\_ Number of NSF's: \_\_\_\_\_ Pets? No Yes If yes, what kind? \_\_\_\_\_

Have there been any lease violations? No Yes If yes, what kind? \_\_\_\_\_

Have there been any noise complaints? No Yes If yes, what kind? \_\_\_\_\_

If still residing at your property, is tenant in good standing? No Yes If no, please explain: \_\_\_\_\_

Would you rent to the Resident again? No Yes If no, why not? \_\_\_\_\_

Any comments: \_\_\_\_\_

**Information Provided By** \_\_\_\_\_ **Title** \_\_\_\_\_ **Date** \_\_\_\_\_

If you are under 21 or you do not have supporting monthly income (3 x monthly rent \$), please supply the following information from your guarantor:

**GUARANTOR EMPLOYMENT VERIFICATION REQUEST**

Guarantor Full Name \_\_\_\_\_ D.O.B. \_\_\_\_\_ SSN # \_\_\_\_\_

Home Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_ Cell # \_\_\_\_\_

Email Address \_\_\_\_\_ Drivers License # \_\_\_\_\_ State \_\_\_\_\_

Current Employer \_\_\_\_\_ Position \_\_\_\_\_

Employer Address \_\_\_\_\_ Employment Dates: From \_\_\_\_\_ to \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Monthly Income \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Supervisor Telephone # \_\_\_\_\_

Supervisor Email \_\_\_\_\_ Supervisor Fax # \_\_\_\_\_

**Permission To Release Information** – I hereby authorize the release of all credit, income and rental/mortgage information to the agents and/or employees of Sherwood Apartments, LLC for Resident screening purposes.

**Guarantor Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**(OFFICE USE ONLY)**

**Employer** – Thank you for your cooperation in completing this form. Please return via Fax at 662-323-6814 or by Email to [jonesrentals@yahoo.com](mailto:jonesrentals@yahoo.com)

**EMPLOYEE INFORMATION**

Title of Position \_\_\_\_\_

Employment Dates: From \_\_\_\_\_ to \_\_\_\_\_

Monthly Income \_\_\_\_\_

Please Circle Likelihood of Continued Employment:            Not at All   0   1   2   3   4   5   Very Good

**Information Provided By** \_\_\_\_\_ **Title** \_\_\_\_\_ **Date** \_\_\_\_\_

## Sherwood Apartments / Franklin Court Apartments

### Housing Qualifying Guidelines

Thank you for applying to live with Sherwood Apartments / Franklin Court Apartments. To obtain residency in our community, each Applicant must meet the following rental criteria. Before you fill out an application, please read the following requirements. The term "Applicant" under these criteria means the person who will be signing the Housing Contract as the "Resident." The term "Guarantor" in these criteria means the person who will sign the Guaranty of Resident Obligations. These are our current Rental Qualifying Guidelines and nothing contained in these requirements shall constitute a guarantee or representation that all Residents currently residing in the Community, including the roommates that will occupy the Unit with any Resident, have met these requirements. We are not responsible and assume no duty for obtaining criminal history checks on any residents, occupants, guests, or contractors in the Community.

#### **INCOME REQUIREMENT**

The applicant must earn a monthly income equal to three (3) times the monthly rent installment. If the Applicant cannot prove income, then the Applicant must have a Guarantor sign a Guaranty of Resident Obligations. The Guarantor must meet these income requirements. In the event the Applicant submits an executed Housing Contract but does not submit an executed Guaranty of Resident Obligations as and when required by Owner, Owner shall have the right to require the Applicant to honor its obligations under and comply with all obligations of the Housing Contract.

#### **CRIMINAL HISTORY**

The Applicant must never have plead guilty; plead no contest; received probation, deferred adjudication, court-ordered community supervision or pre-trial diversion for a felony (whether or not resulting in a conviction). The Applicant must never have been convicted; plead guilty; plead no contest; received probation, deferred adjudication, court-ordered community supervision or pre-trial diversion for a misdemeanor involving violence or sexual misconduct (whether or not resulting in conviction). The Applicant must not have been asked or ordered by a representative of any government to leave the U.S. or any other country.

#### **RENTAL HISTORY**

The Applicant and Guarantor must not have been evicted or asked to move out by a previous landlord and must not have any outstanding balances to a previous landlord. If outstanding money is owed, the Applicant must show a receipt as proof of payment before being accepted.

#### **OCCUPANCY CRITERIA**

Our primary occupancy standard is one person per bedroom unless otherwise designated by the Community. One child the age of two or less is allowed to share the bedroom with the parent, legal guardian, or a person in the process of obtaining custody. It is the responsibility of the Applicant to notify Owner of any additional occupants at the time the application is made. Based on community contractual affiliations, restrictions may apply to occupancy criteria.

#### **APPLICANT REQUIREMENTS**

The applicant must be a minimum of 18 years of age. If the Applicant is under 18 years of age, the Guarantor must co-sign the Application and Housing Contract as an additional roommate. Each applicant must qualify individually in any/all roommate situations.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Guarantor Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Sherwood Apartments and Franklin Court Apartments are Equal Housing Opportunity Communities.  
If the above qualifications are not met, your Application and/or Housing Contract will be subject to denial.

**Sherwood Apartments / Franklin Court Apartments**

**Drug Free Housing Addendum**

In consideration of the execution a lease of the dwelling unit identified in the Contract, Owner and Resident agree as follows:

Resident, any member of the Resident's household, or any guest of the Resident shall not engage in criminal activity, including drug related criminal activity, on or near the Premises or Community. "Drug related criminal activity," means the illegal manufacture, sale or use of a controlled substance (as defined in the Controlled Substances Act (21 USC 802)).

Resident, any member of the Resident's household, or any guest of the Resident SHALL NOT ENGAGE IN ANY ACT INTENDED TO FACILITATE CRIMINAL ACTIVITY, including drug related criminal activity, on or near the Premises or Community.

Resident, any member of the Resident's household, or any guest of the Resident WILL NOT PERMIT THE DWELLING UNIT TO BE USED FOR OR TO FACILITATE, CRIMINAL ACTIVITY, including drug related criminal activity, regardless of whether the individual engaging in such activity is a member of the household or a guest.

Resident, any member of the Resident's household, or any guest of the Resident will not engage in the manufacture, sale or distribution of illegal drugs at any location, whether on or near the Premises or Community or otherwise.

Resident, any member of the Resident's household, or any guest of the Resident SHALL NOT ENGAGE IN ANY ACTS OF VIOLENCE OR THREATS OF VIOLENCE including but not limited to the unlawful discharge of firearms on or near the Premises or Community.

VIOLATION OF THE ABOVE PROVISIONS SHALL BE A MATERIAL VIOLATION OF THE CONTRACT AND GOOD CAUSE FOR THE TERMINATION OF TENANCY. A single violation of any of the provisions of this Addendum shall be deemed a serious violation and material noncompliance with the Contract. Resident understands and agrees that a single violation shall be good cause for the termination of the Contract. Unless otherwise provided by law, proof of violation shall not require criminal conviction, but shall be by a preponderance of the evidence.

In case of conflict between the provisions of this Addendum and any other provision of the Contract, the provisions of the Addendum shall govern.

This Addendum is incorporated into the Contract executed between Owner and Resident.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Guarantor Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**DEPOSITS AND FEES**

I understand the **application** fee is a non-refundable payment for a credit and criminal check and processing charge of this Application and such sum is not a rental payment or security deposit. This amount will be retained by Landlord to cover the cost of processing the application as furnished by the Applicant, regardless if the Applicant is approved or denied; any false or misleading information or intentional omission will result in rejection of application. THIS APPLICATION IS PRELIMINARY ONLY AND DOES NOT OBLIGATE LANDLORD TO EXECUTE A LEASE OR TO DELIVER POSSESSION OF THE DWELLING UNIT TO APPLICANT. THE RENTAL AGREEMENT WILL NOT BECOME EFFECTIVE UNTIL THIS APPLICATION IS APPROVED BY LANDLORD. Completed Applications will be reviewed on a first come, first served basis. An Application is not considered complete unless all necessary and required information is provided by Applicant, and Applicant has signed all necessary documents. Applicant is responsible for signing all required documents.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Guarantor Signature** \_\_\_\_\_ **Date** \_\_\_\_\_