

RENTAL APPLICATION

Realty Management Specialist, LP, The landlord, Mountain Glen Apartments

Applicant

Name	Social Security #	
Date of Birth	Phone #	
Email Address	Cell Phone #	
Address		
City	State	Zip
Name of Landlord	Phone #	
Monthly rent or mortgage \$	Number of Persons	
Drivers License Num	State Issued	
Child 1	Age	
Child 2	Age	
Child 3	Age	
Child 4	Age	
Number of Pets	Kind	Weight

Pets shall not exceed 20 lbs at any time and a picture of your pet will be required.

Employment Details

Employer Name	Phone #	
DBA Name	Occupation	
Address		
City	State	Zip
Supervisor	Phone Extension	
Salary	Length of Employment	

Vehicle

Vehicle Make	Model	Year
Color	Vehicle Owner	
Vin#	Registration #	
Auto Loan Lender	License Plate # & State	

Bank Information

Bank Name	Bank Branch
Acct Owner	Account #
ABA Routing #	Branch Phone #

Emergency Contact

<u>Name</u>	<u>Phone #</u>
<u>Cell Phone #</u>	<u>Email Address</u>
<u>Employer Name</u>	
<u>Employer Phone #</u>	<u>Extension</u>

PLEASE READ CAREFULLY BEFORE SIGNING

The Maryland Code provides that (1) if a landlord requires from a prospective tenant any fees other than a security deposit as defined by Section 8-203(A) of real property Maryland Code, and these fees exceed \$25.00, then the landlord shall return the fees, subject to the exceptions below, or be liable for twice the amount of the fees in damages. The return shall be made no later than 15 days following the date of occupancy or the written communications, by either party or the other, of a decision that no tenancy shall occur; (2) the landlord may also retain that portion of the fees which represents the loss of rent, if resulting from the tenant's action. I understand and agree that acceptance of this application does not obligate the landlord to approve the application. Further, the landlord does not agree to reserve the apartment or hold the apartment for me during the period the application is pending. In the event that this application is rejected by the landlord, then I shall only be liable to the landlord for the costs and expenses occurred in processing the application. If the application is approved, I agree to enter into a lease on landlord standard form. If the application is approved and I fail to sign the lease and/or pay the amount due shown below, the landlord will retain my deposit as liquidated damages. I acknowledge and authorize Realty Management Specialist/Mountain Glen Apartments to do a complete credit check, criminal background check and verification of any and all information. _____ (Initial)

The undersigned makes the foregoing representations knowing that the owner will rely on the accuracy thereof in acting on this application.

Applicant will be notified within two (2) business days of the status of Application. If applicant does not hear within 48 hours, it is the applicant's responsibility to contact the office of the status. The full security deposit will be needed to hold the unit and the unit will only be held 24 hours after notification. _____ (Initial)

Applicant acknowledges that the landlord will run a criminal background check on the applicant. The applicant certifies that he/she has not been arrested, or charged with a crime. If the applicant has been arrested or charged with a crime, then a disclosure of the offense, date of the offense, details of the offense must be submitted with this application. Failure to disclose the above listed information will be grounds for the termination of the applicants lease. _____ (Initial)

A tenant is required to obtain renters insurance with a minimum coverage of \$100,000 in resident liability insurance. In addition, the tenant will have Mountain Glen Apartments listed as an additional interest under the policy, and will supply the landlord with a copy of the insurance binder confirming that the tenant has obtained the required coverage. _____ (Initial)

Applicant Signature _____

Date _____ Agent _____

Preferred Address of Unit _____ Apt. No. _____ Apt. Size _____ Rent \$ _____

Preferred Date of Occupancy _____ How did you hear about us _____

EVERYONE MUST PASS A CREDIT & CRIMINALCHECK BEFORE RENTING A UNIT

Reviewed by _____

**Realty Management Specialist, LP, The Landlord,
Mountain Glen Apartments
Addendum to Residential Lease Application**

By my signature, I understand that application approval for tenancy at the above mentioned community is subject to a criminal background check on all applicants and/or co-signers. Approval of my application will be based on results of these/this investigation(s).

I hereby authorize the above mentioned residential community to conduct a criminal background investigation on me as an applicant of the attached Residential Lease Application.

Were you ever arrested and/or convicted of a misdemeanor or felony?

_____ **YES**

_____ **NO**

If YES, when and why:

I understand that misrepresentation of my criminal background of any kind whatsoever will result in an immediate denial of my application.

Applicant Signature

Date

CREDIT AND BACKGROUND REPORTING SYSTEM
THIS IS A SCOREX SYSTEM

APARTMENT SCORES

SCORE 379 OR LESS	APPLICATION DENIED
SCORE 380 – 425	REQUIRES DOUBLE DEPOSIT OR A CO-SIGNOR WITH A SCORE ABOVE 500
SCORE 426 – 649	\$300.00 DEPOSIT
SCORE 650 AND ABOVE	NO DEPOSIT

TOWNHOUSE SCORES

SCORE 399 OR LESS	APPLICATION DENIED
SCORE 400-435	REQUIRES DOUBLE DEPOSIT OR A CO-SIGNOR WITH A SCORE ABOVE 500
SCORE 436 AND ABOVE	\$800.00 DEPOSIT

To change or add names on a lease during the lease term or renewal term, the applicant is required to have a credit and criminal background check and enter into a new 12 month lease at the prevailing rate.

Applicant(s) must meet credit and income criteria plus a background check.

****WHEN RETURNING APPLICATIONS, THE RENTAL OFFICE WILL NEED TO MAKE COPIES OF YOUR DRIVER'S LICENSE OR ANY OTHER FORM OF IDENTIFICATION. ****

****ANY PERSON OVER THE AGE OF 18 MUST FILL OUT AN APPLICATION TO HAVE A CREDIT AND CRIMINAL BACKGROUND INVESTIGATION. ****