



Residency Application

LEASING CONSULTANT: _____
 COMPLEX NAME: _____ APT#: _____ MOVE-IN DATE: _____
 MONTHLY RENT: \$ _____ MONTHLY FEES: \$ _____ APT SIZE: _____

NAME: _____ DOB: ____/____/____ SOCIAL SECURITY # ____-____-____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____ HOW LONG? _____

EMAIL: _____ PHONE #'S – HOME: (____) _____ WORK: (____) _____ CELL: (____) _____

LANDLORD'S NAME: _____ LANDLORD'S PHONE #: (____) _____

EMPLOYER: _____ OCCUPATION: _____ SUPERVISOR NAME: _____ PHONE: (____) _____

HOW LONG? _____ EMPLOYER ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

BANK: _____ ACCT #: _____ OTHER INCOME \$ _____ SOURCE: _____

AUTOMOBILE – YEAR: _____ MAKE: _____ MODEL: _____ COLOR: _____ LICENSE # _____

REFERENCE: _____ RELATION: _____ PHONE: (____) _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

LIST ALL OTHER OCCUPANTS INCLUDING CHILDRENS NAMES AND AGES

NAME: _____ AGE: _____ NAME: _____ AGE: _____

NAME: _____ AGE: _____ NAME: _____ AGE: _____

PET INFORMATION (PETS ONLY ACCEPTED WITH CONSENT OF THIS PROPERTY) DO YOU HAVE A PET? YES / NO

TYPE: _____ WEIGHT: _____ NAME: _____ AGE: _____

TYPE: _____ WEIGHT: _____ NAME: _____ AGE: _____

The applicant at the time of the signing of this application has been shown a copy of the proposed Lease Agreement and Standard Rules & Regulations applicable to the apartment and has carefully examined and approved these documents.

It is agreed that the applicant, if approved to be a tenant by the Landlord, shall within five (5) days following notification of such approval, pay the Security Deposit required under the Lease and enter into the Lease (the application fee shall be applied to the Security Deposit).

The applicant understands that if the Security Deposit is not paid in full and the Lease is not entered into within five (5) days following notification to the applicant of approval from Landlord, this application will then be null and void and all monies deposited shall be forfeited to the Landlord.

If the Landlord does not approve the applicant to be a tenant, the Landlord shall return the application fee to the applicant and the applicant releases and holds the Landlord harmless for not approving the applicant to be a tenant. If Landlord does approve applicant to be a tenant, and applicant for whatever reason decides within five(5) days of notification not to enter into a Lease with the Landlord, applicant will be refunded their deposit less a \$25.00 per adult processing fee. If the applicant decides not to enter into the Lease and pay the Security Deposit after five (5) days of approval notification the applicant will then forfeit all monies deposited. The security deposit when paid is refundable under the terms and conditions of the Lease. It is, however, nonrefundable if applicant does not enter into a Lease with the Landlord.

The information set forth in this application is true and correct and is given as a basis for considering the acceptance or rejection of the applicant for rental. The applicant also authorizes the Landlord to contact for any reason any reference, which the applicant has listed, including, but not limited to credit verification.

The first month's rent shall be paid prior to the tenant moving in.

*The applicant understands and agrees that the Landlord shall not be liable for failure to give tenant possession of the premises if circumstances exist by which the Landlord may be forced to delay or change the move-in date.

DATE: _____

SIGNATURE: _____

DATE APPLICANT WAS NOTIFIED: _____

NOTIFIED BY: _____

**EACH ADULT OCCUPANT MUST SUBMIT A COMPLETED APPLICATION.**

Request for Taxpayer Identification Number and Certification

**Give form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name, if different from above	
	Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	City, state, and ZIP code	
	List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,