



Rental Application

Virginia Rental Office 680 Pemberton Drive Winchester, VA 22601 Tel: (540) 678-4100 Josie.h@aikensgroup.com **West Virginia Rental Office**

19 Tevis Circle Martinsburg, WV 25404 Tel: (304) 264-8744 Stony.Pointe@aikensgroup.com

Thank you for your application. Please help us to promptly process this application by clearly completing the information in its entirety and returning it to the corresponding Aikens Group office with a non-refundable \$50 per adult application fee. All applicants must be at least 21 years of age.

How did you hear about our properties? ☐ AikensGro	oup.com
☐ ApartmentGuide.com ☐ A Friend ☐ Brochure/Fly	er Apartments.com Other
Date of Application: Mov	e-In Date
At what community do you desire to rent:	
Apartment Size: 1 BR 1 Bath 2 BR 1 Bath 2	BR 2 Bath 3 BR 2 Bath
Townhouse Size: 2 BR 1½ Bath 2 BR 2½ Bath_	3 BR 2½ Bath 3 BR 3½ Bath
Apartment Floor Preference: 1 st Floor 2 nd Floor_	3 rd Floor
Will others be occupying apartment on a full or part tin	ne basis? This includes occupants of all ages.
Name(s) and Age(s):	
PERSONAL INFORMATION	
Mr Mrs Ms (Please che	eck one)
Applicant's Full Name:	
Social Security Number:	Date of Birth:
Telephone Number: Day	Cell
E-mail address:	
Current Address:	
Street	City State Zip Code
Spouse's Full Name:	
Mr Mrs Ms (Please che	eck one)
Social Security Number:	Date of Birth:
Telephone Number: Day	Cell
E-mail address:	
Current Address:	



RESIDENCE HISTORY				
Name of present Landlord/ Mortgage	e Company	y:		
Telephone Number:				
Permission to contact? Yes N	No Le	ength of time	at present add	dress:
Present Rental Rate/Mortgage:		Reason for	Moving:	
Previous Landlord:			_ Telephone N	umber:
Length of time at previous address:				
Reason for Moving:				
CRIMINAL HISTORY				
traffic violations. (Please Circle) YES	S or NO. se, the date	e of the offer	nse, the county	n convicted of, any crime other than and state in which you were charged (Please Circle) YES or NO.
Have you ever been evicted from an	ny rental nr	emises? If V	FS nlease evn	lain _
Trave you ever been evicted from an	iy rental pi	emises: ii i	Lo piease exp	iaiii
STUDENT INFORMATION				
Present College Level:		Name of S	chool	
Anticipated Graduation Date:				
EMPLOYMENT INFORMATION				
Employment Status: (Please Circle)	Full Time	Part Time	Unemployed	Retired
Employer:				Date of Hire:
Employer's Telephone Number: Current Position:		Supe		
INCOME INFORMATION				
Monthly Income from Employment:	\$			
Additional Income:			Source	
Total Monthly Income:				
CREDIT REFERENCES				
Checking Account, Bank Name:			Telep	phone Number:
Branch Address:				
Other Credit Reference:				
APARTMENT COMMUNITIES I COMMERC	INI PENI E	STATE LHOTE	I DEVELOPMEN	T I H&W CONSTLICTION I CRANE RENTAL



VEHICLE INFORMATION

#1 Year	Make/Model			Color	
License Plate:		_State:	Driver License Numbe	er	
#2 Year	Make/Model_			Color	
License Plate:		_ State:	Driver License Number	er	
EMERGENCY IN	IFORMATION				
In Emergency, N	otify:		Relati	onship:	
Address:					
Street		City		State	Zip Code
Telephone Numb	oer:		Email:		

AUTHORIZATION

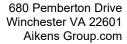
We are an equal opportunity housing provider. We fully comply with the federal Fair Housing Act. We do not discriminate against any person because of race, color, religion, gender, disability, familial status or national origin. We also comply with all state and local fair housing laws.

Application process: We evaluate every apartment application in the following manner: You must submit a rental application and answer all questions on that form. There is a \$50 application fee per adult. We will request a credit review on your behalf and will contact the references that you provide. If the information that we receive meets our criteria, we will approve your application. This process takes two business days. We will rent available apartments to applicants in the order that their applications are approved. To secure an address you must pay a reservation fee. THE RESERVATION FEE WILL NOT BE REFUNDED IF YOU DECIDE NOT TO RENT THE APARTMENT PRIOR TO YOUR MOVE-IN DATE.

Rental criteria: To qualify for an apartment with the Aikens Group, you must be at least 21 years of age and meet the following criteria:

- a. <u>Income</u>: Your monthly income must be at least four times the monthly rent. If you are a fulltime student, we may require that you have your lease guaranteed by a qualified co-signer. If you are unemployed, you must provide proof of a source of income.
- b. Rental History: Rental references must be satisfactory. If you have ever been evicted or sued for a lease violation, your application will not be accepted.
- c. <u>Credit History</u>: Your credit must currently be satisfactory. If your credit history contains unpaid debts; we will not accept your application. If you feel that your report contains any inaccuracies, we encourage you to contact the local credit bureau.
- d. Occupancy: Aikens Group allows up to four (4) persons per apartment.

Renters Insurance: All tenants must obtain renter's insurance. The insured must maintain a minimum coverage of \$30,000 in personal property, \$10,000 in additional living expenses, and \$100,000 in liability throughout the lease duration. Tenants must supply proof of insurance before the Move-In date and are required to identify the Lessor as an 'Additional Insurer" on the Declaration page. It is required for the insurance company to notify the Property Manager in the event of a cancellation or change in policy status. A copy of the insurance must be kept in the tenant file.





Building Strong Relationships

Pets: No pets of any kind, with the exception of a small fish aquarium, will be allowed.

I certify that I am above legal age and the information in this application is true and correct to the best of my knowledge. I hereby authorize the owner or agent to verify any and all information as may be deemed necessary for approval or rejection of this application.

I authorize the owner to obtain a credit report or access a credit report on my behalf.

I hereby authorize the landlord to use credit reports as a means to gather information in the event of default.

I hereby authorize and agree to receive future communication from the Aikens Group.

I hereby authorize the Aikens Group to request a copy of my criminal history record at any time during the application process or my residency at an Aikens Group property. Further, I understand and agree that I will reimburse the Aikens Group for the exact cost of requesting the criminal history record.

I understand that any misrepresentation on this application, whether intentional, negligent or by simple oversight, shall be considered a material breach of the application and of any lease agreement entered into subsequent hereto, and understand and acknowledge that the application may be rejected and/or the lease agreement may be terminated as a result of any such misrepresentation made herein.

Signed:		ate:
OFFICE USE ONLY Application Fee Collected By:	Date:	Check #/Cash:
Co-Signer Application Attached:	Credit Report Attach	ned:
Reservation Fee Paid:	Date:0	Check #:
Apartment Address:	Move-In Date:	Rental Rate:
Application Denied By:	Date:	
Reason:		