

Heritage Park

Apartments & Townhomes

1742 Heritage Circle
Fort Collins, CO 80526
(970) 221-2015
heritagepark@amcllc.net
www.LivingAtThePark.com

Application for Residency

OFFICE USE ONLY

Apt # _____ Rent _____ Other Rent _____ M/I Date _____ Leasing Associate _____
 Apt Size _____ Security Deposit _____ Other Deposit _____ No of Occupants ____ Lease Term ____ months
 Pets _____ Quoted Special/Concession _____ Other Notes _____

Name (Last) _____ (First) _____ (MI) _____
 Social Security No. _____ - _____ - _____ Date of Birth _____
 Driver's License No. _____ State _____
 Occupation _____ Yrly Gross/Mo Income \$ _____ / _____

Contact:

Phone: Home _____ Cell _____ Work _____
 Email Address _____

How did you hear about our community? _____

Vehicles: Make	Model	Year	Color	License Plate No./State
_____	_____	_____	_____	_____ / _____
_____	_____	_____	_____	_____ / _____

List Others Who Will Reside In Apartment On A Permanent Basis:

Name: _____	Relations to Applicant _____	DOB _____
Name: _____	Relations to Applicant _____	DOB _____
Name: _____	Relations to Applicant _____	DOB _____

Present Address:

Street: _____ Apartment No. _____
 City: _____ State _____ Zip _____
 Rent _____ Own _____ Family _____ Date From _____ To _____ Monthly Pmt _____
 LandLord/Lender _____ Phone No _____

Previous Address:

Street: _____ Apartment No. _____
 City: _____ State _____ Zip _____
 Rent _____ Own _____ Family _____ Date From _____ To _____ Monthly Pmt _____
 LandLord/Lender _____ Phone No _____

Current Employer:

Name: _____ Phone No _____
 Street: _____ City _____ State _____ Zip _____
 Hire Date: _____ Position _____ Supervisor _____ Yrly/Mo Income _____

Other Income - Include any of the following::

Parental Support, Student Loans, Grants, Scholarships, Interest from Savings, Social Security, Child Support, Retirement etc.

Type of Income: _____ From _____ Amount _____ Frequency _____
 Type of Income: _____ From _____ Amount _____ Frequency _____

Emergency/Relative Contact (Not Residing with Applicant(s):

Name: _____ Relationship: _____ Phone No. _____
Street: _____ City _____ State _____ Zip _____
Name: _____ Relationship: _____ Phone No. _____
Street: _____ City _____ State _____ Zip _____

Pet Information: Any animals (visiting or permanent) require prior authorization from management.

Pet #1: Pet's Name: _____ Type (Dog/Cat) _____ Breed _____
Age _____ Weight/Lbs _____ Color _____
Pet #2: Pet's Name: _____ Type (Dog/Cat) _____ Breed _____
Age _____ Weight/Lbs _____ Color _____

Will any service animals be residing in the home? _____

Service animals are not considered pets, however we do ask that you provide the animal's information above. You will be required to provide proper documentation for any service animals.

PET POLICY: There is a Pet Deposit of \$300 (\$150 Refundable) for one pet; \$500 (\$250 Refundable) for two pets.

Pet rent is \$25 monthly for one pet and \$35 monthly for 2 pets. Maximum of 2 pets per home.

We allow cats and dogs only. All cats and dogs must be spayed or neutered with all up to date vet shots.

The following breeds will not be allowed: Chows, Doberman Pinchers, Pit Bulls, Rottweiler, German Shepards, and Bull Terriers.

Note: Any breeds that resemble and or mixes are also prohibited regardless of documentation stating otherwise.

Management reserves the right to deny any pet.

All pets require prior consent of management, payment of applicable fees/deposits, and execution of pet addendum.

The Civil Rights Act of 1968, as amended by the Fair Housing Amendments Act of 1988, prohibits discrimination in the rental of housing based on race, color, religion, sex, handicap, familial status or national origin. The Federal Agency, which administers compliance with this law, is the U.S. Department of Housing and Urban Development.

This is to inform you that as part of our procedure for processing your application, an Investigative Consumer Report may be prepared whereby information's obtained through personal interviews with your landlord, employer, or others with whom you are acquainted. This inquiry includes information as to your character, general reputation, mode of living and credit report. You have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation (Fair Credit Reporting Act). I/We hereby agree, that the application fees of **\$50.00** per person are non-refundable at the time of the application. In the event of the approval of this application to execute a lease in accordance with the terms set forth in this rental application and my/our rental liability shall commence within 72 hours, pursuant to the terms of the lease. That if I/We fail to sign the lease and/or pay agreed rental, Security deposit, utility fees, or other required charges as shown on this application the **\$750.00** Holding fees accompanying this application shall be retained by landlord as liquidated damages and I/We agreed to this amount being retained by landlord as a reasonable estimate of actual damages to landlord if I/We failed to perform as stated above after approval.

***ONLY THE INITIAL DEPOSIT IN THE AMOUNT OF \$500 IS REFUNDABLE UP TO 72 HOURS. THE DEPOSIT WILL BE CASHED IMMEDIATELY BY HERITAGE PARK AND WILL ONLY BE PROCESSED FOR REFUND IF APPLICANT(S) CANCELS WITHIN THE 72 HOURS OR IF THE APPLICATION(S) ARE DECLINED WITHIN THE 72 HOURS. APPLICATIONS THAT HAVE BEEN FALSIFIED WILL NOT BE ELIGIBLE FOR DEPOSITS BEING REFUNDED.**

Have you ever been convicted of or Pled guilty of "NO contest" to any felony or misdemeanors?

Yes [] No []

Have you ever been convicted of or Pled guilty of "No Contest" to a Sexual offense?

Yes [] No []

If Yes, Please explain, providing the following:

Location _____ Date _____ Nature of the Offense _____

XCEL ENERGY must be called (800.895.4999) at or before move in with a confirmation number of new/transferred services.

By signing this application, you declare that all of your responses are true and complete and authorize agent of the lessor to verify this information references, and credit records, and perform a criminal background check. Any false statement on this application can lead to rejection of your application or immediate termination of your lease.

Signature _____ **Print Name** _____ **Date** _____

A separate rental application must be processed on all prospective residents 18 years of age or older, and an applicant. A valid form of legal identification is required at the time of application and move-in. All prospective residents will be Rental Selection Criteria Heritage Park Apartments & Townhomes Homes Effective February 9, 2016 qualified on the following criteria.

Credit History - The first step in the application process is a credit report which will be processed on each applicant. The credit report will be part of a scoring model of 0 to 350 used by First Advantage Saferent. Approval will be based on the indicators of future rent payment performance. A score within the approval rate must be obtained for the approval process to continue. If applicant takes exception with the credit findings, he or she is responsible for contacting the credit bureau.

Income - Applicant(s) must have a verifiable source of income that when combined the gross amount is equal to a minimum of 2.50 times the monthly rent. If retired or unemployed applicant must provide other sources of verifiable regular monthly income, (for example: investments, trust funds, child support, alimony, etc.) that cover 2.50 times the monthly rent for monthly income sources; or cover the entire amount of the lease term (for example: savings accounts).

Employment - When applying, it is the obligation of the applicants(s) to provide proof of employment through a copy of paycheck two (2) most current stubs; or if self employed the previous year's tax return or W-2; or job offer letter stating the start date and salary on company letterhead. Students must provide documentation of full-time student status (12 credit hours); if income cannot be verified, a Co-signer or additional deposit will be required.

Rental History - Applicants must provide at least 6 months of verifiable rental and/or payment history within the last 2 years from a landlord, apartment community or mortgage company, (including a prompt payment record and compliance with all community policies). Acceptable rental/payment history would include no more than three (3) late payments or returned checks per year of residency. Reference information from family members or friends will not be considered.

Conditional Approval - An Additional Deposit equal to one month's rent or Co-signer will be required if the First Advantage Saferent score is within the conditional approval range or criteria for any one of Income, Employment or Rental History have not been met, or have only been partially met. All adverse action requirements will be combined when reviewing multiple applications. NOTE: In the event a co-sign is required, he/she must complete an Application for Residency and meet all of the Rental Selection Criteria. A co-signer will be full responsible for the Lease Agreement if the occupying resident(s) default.

Criminal Background Check - A Criminal background check obtained from First Advantage Safe Rent will be used as part of the qualifying criteria at this community.

Corporate Leases - A application can be submitted in the name of a company as long as the business entity has a valid Federal Tax ID number that is verifiable by the Colorado Secretary of State. A credit report will be accessed to determine the company's ability to make timely payments of rent. The company must provide a minimum of three (3) trade references that will be verified. A larger application fee or additional deposit may be required.

Automatic Denial for Residency - An Applicant will automatically be denied for the following reason:

- * Falsification of any information on the Rental Application
- * First Advantage Saferent Score within the decline range
- * Anyone currently in the process of filing a bankruptcy
- * Having been evicted by a previous landlord for cause
- * Any unresolved debts to a landlord or mortgage holder, (unless debt is paid prior to approval of rental application).
- * Rental applicants who have charges against them for one or more criminal offenses involving violence, sexual offenses, drug-related activity, injury to person or damage to property, including, without limitation homicide, battery and assault, sexual assault, possession or sale of an illegal substance, burglary or theft, illegal possession or sale of weapons
- * Rental applicants who have been convicted of one or more of such criminal offenses
- * rental applicants who have pleaded guilty or no contest to one or more of such criminal offenses
- * Rental applicants who have had one or more of such criminal offenses disposed of other than by an acquittal or finding of "not guilty".

Occupancy Standards - the maximum number of occupants per apartment are as follows; 1 Bedroom - 3 persons; 2 Bedroom - 5 persons; 3 Bedroom - 7 persons. If for any reason the number of occupants exceeds the maximum number for that floor plan, resident may be able to transfer to the appropriate floor plan, (subject to availability of alternate floor plan types and resident's compliance with existing lease agreement), to comply with the occupancy limits, or vacate the apartment subject to the terms and conditions of the lease agreement and supporting addenda.

This community does not discriminate on the basis of race, color, sex religion, handicap, familial status, sexual orientation or national origin.

I/We have read the above and understand the criteria from which the applications(s) will be approved or denied.

Signature _____ **Print Name** _____ **Date** _____