

APPLICATION INSTRUCTIONS

Completed Application with All Signatures - Required

All tenants age 18 and older must submit an application.

Income Verification - Required

If household income does not meet requirement of 3x the monthly rent, you must fill out a co-signer/guarantor application. Last two paycheck stubs with year to date information. We must verify a source of income.

Driver's License or Valid Passport Copy - Required

We must have a copy of your driver's license/state non-driver ID or any government issued photo ID.

Application Fee of \$40 per applicant - Required

(Each person must fill out their own application)

Pet Evaluation (If Applicable and can be submitted after application approval)

A veterinarian's certificate stating the breed and weight of the dog or the expected full grown weight for a young dog must be submitted. A non-refundable pet fee of \$500 per pet will be assessed and split into five payments. The first \$100 is due with your initial rent. Three pets max allowed.

Deposit

If approved the deposit for your unit will be due within 48 hours of notice.

MONEY ORDER IS THE ONLY ACCEPTED FORM OF PAYMENT FOR THE DEPOSIT

CORPORATE LAKE PROPERTIES

Timber Ridge ~ Swan Lake ~ Brandon Woods Place ~ The Hill ~ Lake View ~ Bethel Duplexes ~ Park View - Tanglewood

4804 John Garry Drive

Columbia, Missouri 65203

573-442-6478-Office / 573-442-9400-Fax

www.corporatelake.com

info@corporatelake.com

Preferred Property: _____ Preferred Move in Date: _____

Preferred # of Bedrooms: ____

Were you referred by a current resident (if so, who)? _____

Non-Student Rental Application

Neatly complete all information below. **All applicants over the age of 18 must complete and sign their own application.*

Applicant's full name: _____ Email Address: _____

Phone # _____ D.O.B. ____/____/____ Social Security # _____ - _____ - _____

Current Address _____ City/State/Zip _____

Current Landlords Name _____ Landlords Phone # _____

Landlords Email _____

How long at this address _____ Reason for leaving _____

Previous address _____ City/State/Zip _____

Previous Landlords Name _____ Landlords Phone # _____

Landlords Email _____

How long at this address _____ Reason for leaving _____

Present Employer _____ Position _____ Monthly Income \$ _____

Employers Address _____ City/State _____

Phone # _____ How long at this job _____ Supervisors Name _____

Other Income/Source _____

Number and type of pets _____ Breed(s) _____ Weight _____

If any of the below items are marked yes, details will need to be provided.

Have you ever been party to an unlawful detainer action (eviction)? [] Yes [] No

Have you ever been arrested for a felony or misdemeanor other than a traffic violation? [] Yes [] No

Have you ever been arrested for the illegal manufacture or distribution of a controlled substance? [] Yes [] No

Total Number of minors living with you under the age of 18 (full time or part time) _____

Names/Relations of all occupants' _____

I CERTIFY that answers given herein are true and correct to the best of my knowledge. I authorize investigation of all statements contained in this application for tenant screening as may be necessary in arriving at a tenant decision. I understand that the landlord may terminate any rental agreement entered into for any misrepresentation made above.

Applicant _____ Date _____

AUTHORIZATION AND RELEASE FOR THE PROCUREMENT OF A CONSUMER AND/OR INVESTIGATIVE CONSUMER REPORT

I, the undersigned consumer, do hereby authorize Garry L. Lewis and through his independent Contractor, to procure a consumer report and/or investigative background report on me.

These above mentioned background reports may include, but are not limited to, employment and education verifications, personal references; personal interviews; my personal credit history. Based on report from any credit bureau; my driving history, including any traffic citations; a social security number verification; present and former addresses; criminal and civil history/records; and any other public records or any other information bearing on my credit standing, credit capacity; credit worthiness, character, general reputation, personal characteristics, trustworthiness and/or mode of living.

I understand that the investigative consumer report I have authorized above may include information obtained by interviews with my neighbors, friends and/or associates and/or other with whom I am acquainted or who may have knowledge concerning said information. I understand that I am entitled to a complete and accurate disclosure of the nature and scope of any investigative consumer report prepared on me upon written request to BIS that is made within a reasonable time after the date hereof.

I further authorize any person, business entity or governmental agency who may have information relevant to the above to disclose the same to Garry L. Lewis, including but not limited to, any courthouse, any public agency, and all law enforcement agencies and any and all credit bureaus, regardless of whether such person, business entity or governmental agency compiled the information itself or received it from other sources.

I hereby release Garry L. Lewis, and any and all person, business entities and governmental agencies, whether public or private, from any and all liability, claims and/or demands, of whatever kind, to me, my heirs or making such claim or demand on my behalf, for procuring, selling, providing, broker and/or assisting with compilation or preparation of the consumer report and/or investigative consumer report hereby authorized.

APPLICANT PRINTED NAME _____
First Middle Last

➤ SIGNATURE _____ DATE _____