



1506 NORTH 120TH STREET • OMAHA, NEBRASKA 68154

Rental Application

| FOR OFFICE USE ONLY | |
|---------------------|----------------|
| DATE NEEDED _____ | RENTS _____ |
| APT. SIZE _____ | APT. NO. _____ |
| PROPERTY _____ | AGENT _____ |
| SPECIALS _____ | |

| | | | | | |
|-----------------------|-------|--------|-----------|------------------------------|---------------|
| Applicant's Last Name | First | Middle | Birthdate | Driver's Licence No. & State | Soc. Sec. No. |
| Applicant's Last Name | First | Middle | Birthdate | Driver's Licence No. & State | Soc. Sec. No. |
| E-mail Address: | | | | Mobile Phone Number: | |

Other Occupants and Relationship:
 1) _____ 2) _____ 3) _____

Lake Candlewood Apartments does not allow any type of pets in apartments Initials

| RESIDENT HISTORY | | | | | | |
|---|-------------------------------------|-------|-----|-----------|-----------|---|
| Present Address | City | State | Zip | How Long? | Phone | <input type="checkbox"/> Own <input type="checkbox"/> Rent |
| Name & Address of Present Landlord / Apt. Community or Mortgage Co. | | | | | Phone | Monthly Pmt. \$ |
| Previous Residence Address | Previous Landlord or Apt. Community | | | Phone | How Long? | |

| EMPLOYMENT HISTORY | | | | | | |
|-------------------------------|-------------------|-------|-----|-----------|----------|---------------|
| Applicant Employed By | Supervisor's Name | | | How Long? | | |
| Address | City | State | Zip | Phone | Position | Salary \$ Per |
| Applicant Previous Employment | Supervisor's Name | | | How Long? | | |
| Address | City | State | Zip | Phone | Position | Salary \$ Per |
| Spouse Employed By | Supervisor's Name | | | How Long? | | |
| Address | City | State | Zip | Phone | Position | Salary \$ Per |

ADDITIONAL INCOME (OPTIONAL): Additional income such as child support, or alimony need NOT be disclosed unless this Additional Income is to be included for qualification
 F Source _____ Phone _____ Amount \$ _____ Per _____

| CREDIT AND LOAN REFERENCES | | | | |
|------------------------------|--|-------------|-----------------|-------------------------------|
| No. of Vehicles on Property | No Motor Cycles, Recreational Vehicles or Work Trucks with Ladders on Top | | | Initials <input type="text"/> |
| Vehicle 1-Make/Model | Color | License No. | State | |
| Financed/Leased Thru | Phone | Account No. | Monthly Pmt. \$ | |
| Vehicle 2-Make/Model | Color | License No. | State | |
| Financed/Leased Thru | Phone | Account No. | Monthly Pmt. \$ | |
| In Case of Emergency, Notify | Relationship | Day Phone | Night Phone | |

Applicant hereby represents that all the above statements are true, correct, and complete. Applicant authorizes verification of the above information provided, including but not limited to obtaining a consumer credit report and agrees to furnish additional information upon request. The cost of this credit processing is \$ _____ to be paid by the applicant. This cost is not rent or deposit and will not be refunded.

Applicant's Signature: _____ Date: _____
 Co-Applicant's Signature: _____ Date: _____

RESIDENCE VERIFICATION

| PAYMENT HISTORY | MONTHLY RENT | MO/YR MOVED-IN | MO/YR MOVED-OUT | ANY COMPLAINTS | NOTICE GIVEN | DEPOSIT REFUNDED | CONDITION OF APT. | PERSON GIVING INFORMATION | BY |
|-----------------|--------------|----------------|-----------------|----------------|--------------|------------------|-------------------|---------------------------|----|
| A | | | | | | | | | |
| B | | | | | | | | | |

EMPLOYMENT CHECK

| STARTING DATE | ENDING DATE | SALARY | POSITION | FULL TIME | PERMANENT | PERSON GIVING INFORMATION | BY |
|-----------------------|-------------|--------------------------------|----------|-----------|-----------|---------------------------|----|
| Present: A | | \$ _____ /Hr. \$ _____ /Mo. | | | | | |
| Previous: B | | \$ _____ /Hr. \$ _____ /Mo. | | | | | |

SPOUSE'S EMPLOYMENT

| | | | | | | | |
|----------------------|--|--------------------------------|--|--|--|--|--|
| Present: C | | \$ _____ /Hr. \$ _____ /Mo. | | | | | |
|----------------------|--|--------------------------------|--|--|--|--|--|

ADDITIONAL INCOME

| TYPE | SOURCE | AMOUNT | FREQUENCY | IS IT CONSISTENT? | SPOKE TO | BY |
|----------------------|--------|--------|-----------|-------------------|----------|----|
| Present: A | | | | | | |

| | | | |
|-----------------------------|---------------|---|--|
| Applicant's Verified Income | \$ _____ /Mo. | 1. Has Applicant Satisfactorily Met Their Obligations To Previous Landlords? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Spouse's Verified Income | \$ _____ /Mo. | 2. Is Employment Information Verified As Stated? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Other Verified Income | \$ _____ /Mo. | 3. Is Applicant In Good Standing On Credit Reporting? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| TOTAL MONTHLY INCOME | \$ _____ /Mo. | 4. Does Applicant Meet Suggested Income Requirements? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| TOTAL MONTHLY DEBT | \$ _____ /Mo. | 5. Has All Information On This Application Been Verified To Be Correct As Applicant Stated? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Driver's License Photo or Photo I.D. visually examined by: _____

Deposit Received: Date _____ Amount _____ Check By Whom _____

App. Fee Received: Date _____ Amount _____ Check By Whom _____

Comments: _____

This Application Approved Not Approved
 By _____ Date _____
 Applicant Notified By _____
 Date Notified _____





Application Verification Agreement

I, _____, applicant for an apartment at Lake Candlewood Apartments hereby authorize verification of rental history and all information set forth in this application, including the release of information by any bank or savings and loan, employer or any lender. Applicant also authorizes Lake Candlewood Apartments to run a credit & background check. All information obtained, and released as authorized above, will be kept confidential. Applicant represents that the information set forth in the application is true, correct and complete to the best of their knowledge.

Name: _____ Date: _____

Name: _____ Date: _____

Lake Candlewood Apartments

By: _____ Name: _____

Title: _____ Date: _____



Security Deposit Agreement

Name: _____

Apartment Address: _____

Deposit Amount: \$ _____

Date: _____

The above-named Prospective Tenant of the Lake Candlewood Apartments hereby submits the above listed amount ("the Deposit") to LCW Family LTD Ptr. dba the Lake Candlewood Apartments ("LCW") for the purpose of holding the apartment at the above listed address. The Deposit shall be held by LCW as consideration for holding the apartment for the Prospective Tenant while LCW performs Credit and Background Checks on the Prospective Tenant, as well as a financial analysis to determine if the Prospective Tenant qualifies to occupy the apartment in accordance with the company's Credit Policies.

A separate Application Fee will be collected, which will be used to offset the time and processing costs incurred by LCW in completing the checks.

The Prospective Tenant hereby authorizes LCW to inquire with previous landlords, banks, employers, mortgage holders, credit companies or agencies, and any governmental agencies regarding the Prospective Tenant's payment or legal history for the purpose of determining the character and credit worthiness of the Prospective Tenant.

At any time within five (5) days of the above date the Prospective Tenant shall have the right to withdraw their Application and receive a refund of the Deposit.

Such withdrawal must be submitted in writing or by email to april@lakecandlewoodapartments.com. If the Tenant does not qualify for occupancy of the apartment based on LCW's policies, the amount will be refunded within two (2) days of such determination. If the Prospective Tenant qualifies for occupancy and decides to become a Tenant of LCW, such amount will be held by LCW as a Security Deposit to offset any costs incurred by LCW as a consequence of the Tenant's occupancy, as further outlined in the Lease Agreement, which will be executed by the Tenant and LCW on or before the Tenancy begins. If the Prospective Tenant qualifies for occupancy but declines to enter into a Lease Agreement after the initial five (5) day period has expired, the Deposit will be forfeit.

All information collected on the Prospective Tenant during the inquiry will be confidential, maintained only for the purposes outlined above, and not shared with any other company or organization.

Acknowledged and agreed to this _____ day of _____, 20 _____

By: _____

Name: _____

Witnessed By: _____

Name: _____

Title: _____

A Duly Authorized Representative of the LCW Family LTD Ptr. dba the Lake Candlewood Apartments.



Tenant Qualification & Credit Policies

One Tenant

- The prospective Tenant must be at least nineteen (19) years of age.
- The apartment must be the primary residence of the Tenant.
- The prospective Tenant must have been gainfully employed for the previous twelve (12) months or have qualifying retirement & investment income to meet the minimum requirements.
- The prospective Tenant must have gross monthly income equal to, or greater than, three (3) times monthly apartment rent, and
- Gross monthly income must be at least two (2) times the sum total of monthly rent, utilities, installment payments (including child support and alimony), and credit card payments for prior charges, or the Tenant must have at least \$1000 per month of net monthly income in excess of such sum, whichever is less.
- **Proof of Income** – An average of the three (3) most recent pay stubs will qualify for an employee. A self-employed or retired individual is required to provide copies of the first two (2) pages of the two (2) most recent Federal Income Tax Returns, or the one (1) most recent Tax Return and CPA compiled financial statements for at least six (6) months out of the prior twelve (12) for a business that represents a material portion of Total Income. The average of Annualized Net Income from the Income Statement and the Adjusted Gross Income (“AGI”) from the most recent Tax Return, or the average of AGI for the two (2) Tax Returns, must meet the above requirements.
- **Credit Report** – The prospective Tenant must have at least two (2) years of history making payments to at least one Creditor where at least five (5) payments were made, must not have any current late status accounts or outstanding collection problems, and no more than two (2) late payments, past-due accounts, bounced checks or other collection problems within the prior two (2) year period. If Tenant is delinquent with rent payments multiple times, they shall be required to re-qualify upon the anniversary and renewal of the Lease.

Two or Three Tenants

- The prospective Tenants must be at least nineteen (19) years of age.
- The apartment must be the primary residence of the Tenants.
- One Tenant can qualify under the income requirements listed previously if all Tenants meet the minimum credit requirements, or
- The combined gross monthly income of two (2) Tenants is greater than or equal to five (5) times monthly rent, and
- The combined gross monthly income must be at least two and one-half (2 ½) times the sum total of monthly rent, utilities, installment payments (including child support and alimony), and credit card payments for prior charges, or each Tenant must have at least \$1000 of net monthly income in excess of their prorated portion of rent and their personal installment payments.
- The prospective Tenant with the highest annual income will be the Primary Qualifying Tenant. The Primary Qualifying Tenant must have been gainfully employed for at least the previous twelve (12) months and the other Tenant for the previous six (6) months.
- **Credit Report** – The Primary Qualifying Tenant must have at least two (2) years of history making payments to at least one Creditor where at least five (5) payments were made, must not have any current late status accounts or outstanding collection problems, and no more than two (2) late payments, past due accounts, bounced checks or other collection problems within the prior two (2) year period.
- If the Primary Qualifying Tenant moves at the end of the Lease Term, any Tenants wishing to remain will be required to re-qualify.

Rental History

- Applicants may not have any outstanding balances owed to previous Landlords.
- Applicants may not have been evicted in the previous ten (10) years.

Background

- Applicants may not have been charged with a Felony or served jail time in the previous 10 years.
- Registered Sex Offenders are prohibited from Tenancy or Occupancy!