# HOLLY MANOR ASSOCIATES

## The Meadows & Holly Brook Apartments Rental Application

Phone- (607)770-7596 • Email - hmapt@burstyngroup.com

*"Smoke Free Apartment Complexes"*

**The cost of the credit / background investigation is $75.00 per person or $100.00 per married couple. Only money order, bank certified check or credit card payment accepted. No personal checks or cash. The cost of processing the application is non-refundable.**

| | | | | | |
|---|---|---|---|---|---|
| **Last Name** | **First Name** | **M.I.** | Co-Applicant Last Name | First Name | M.I. |
| **Date of Birth** / / | **Social Security Number** - - | **Cell or home Telephone** ( ) - | **Date of Birth** / / | **Social Security Number** - - | **Cell or Home Telephone** ( ) - |
| **Current Street Address** | **City** | **State** **Zip Code** | Co-Applicant Current Address (if different) | City | State Zip Code |
| Previous Street Address | City | State Zip Code | Co-Applicant Previous Address (if different) | City | State Zip Code |
| **Length of Residence at Current Address** | Ever Filed for Eviction? ☐ Yes ☐ No | Own or Rent? ☐ Own ☐ Rent | Length of Residence at Current Address | Ever Filed for Eviction? ☐ Yes ☐ No | Own or Rent? ☐ Own ☐ Rent |
| **Applicants E- Mail Address** | | | **Co-Applicant E-Mail Address** | | |

### *Present Housing Information*

| | | | | | |
|---|---|---|---|---|---|
| Landlord or Agent Name | Landlord Telephone Number ( ) - | | Co-Applicant Landlord or Agent Name | Landlord Telephone Number ( ) - | |
| Reason for Leaving | Length of Rental | Monthly Rent | Reason for Leaving | Length of Rental | Monthly Rent |

### *Employment Information*

| | | | |
|---|---|---|---|
| **Present Employer Name** | **Position** | Co-Applicant Employer Name | Position |
| **Supervisor Name** | **Telephone Number** ( ) - | Supervisor Name | Telephone Number ( ) - |
| Employer Address | City State Zip Code | Employer Address | City State Zip Code |
| **Employed** From To | **Salary** *per* ☐ month ☐ year | Employed From To | Salary *per* ☐ month ☐ year |

### *Emergency Contact Information*

| | | | |
|---|---|---|---|
| Name | Telephone Number ( ) - | Name | Telephone Number ( ) - |
| Address | Relationship | Address | Relationship |

### *Other Information*

| | | | | | |
|---|---|---|---|---|---|
| Car Year / Make / Model / / | | License Plate State / Number | Car Year / Make / Model / / | | License Plate State / Number |
| Other Residents (Names/ Date of Birth) | | | Other Residents (Names/Ages) | | |
| Have you ever been convicted of a crime? ☐ Yes ☐ No If "Yes", #: _____ | If "Yes", Date of Most Recent Conviction? | Nature of Conviction | Have you ever been convicted of a crime? ☐ Yes ☐ No If "Yes", #: _____ | If "Yes", Date of Most Recent Conviction? | Nature of Conviction |

### *Applicant Signature(s)*

**By signing below, I/we authorize that the above information is correct and complete and hereby authorize Landlord to obtain information it deems desirable in the processing of my application, including; credit reports, civil or criminal actions, rental history, employment/salary details, police and vehicle records, and any other relevant information. If I rent the unit, I understand the information on this form may be maintained in a tenant database for up to 5 (five) years after I vacate the premises. I understand that the application fee is non-refundable, even if my application is rejected. I also understand that any security deposit paid will be forfeited if I choose not to occupy the apartment I have agreed to rent.**

***Applicant:* X** ***Date:*** ***Co-Applicant:* X** ***Date:***

**How did you hear about us?** ☐ Newspaper ☐ Rent.com ☐ Yellow Pages ☐ Referral, By Whom: _____ ☐ Other: _____

| ***OFFICE USE ONLY*** | | | |
|---|---|---|---|
| ***NTN Access Number:*** | *Address/Unit Applied for:* | ***Monthly Rent*** *Amount for unit applicant is applying for:* ***$*** | |
| *Date Screened:* | *Projected Move-In Date:* | *Apartment / Unit Type:* | *Key Deposit:* ***$*** |