

# Knollwood Apartments



## Applicant Information

Full Name:	_____	Date of Birth:	_____
Social Security#:	_____	Driver's License:	_____
Phone:	_____	Email:	_____
Will any children under age 18 be living with you?	yes or no (circle one)		
How Many:	_____	Ages:	_____

## Current Address

Address:	_____	City, State, Zip:	_____
Own or Rent:	_____	Monthly Payment:	_____
Landlord:	_____	Phone:	_____
Start Date:	_____	End Date:	_____
Reason for Leaving:	_____		

## Previous Address

Address:	_____	City, State, Zip:	_____
Own or Rent:	_____	Monthly Payment:	_____
Landlord:	_____	Phone:	_____
Start Date:	_____	End Date:	_____
Reason for Leaving:	_____		

## Employment Information

Current Employer:	_____	Position:	_____
Manager:	_____	Phone:	_____
Address:	_____	City, State, Zip:	_____
Start Date:	_____	End Date:	_____
Monthly Pay:	_____		

## Personal References

Name:	_____	Phone:	_____
Name:	_____	Phone:	_____

## Banking Information

Bank:	_____	Amount:	_____
Bank:	_____	Amount:	_____

## Automobile Information

Make & Model:	_____	Plate #:	_____
Make & Model:	_____	Plate #:	_____

## Additional Income

Income Source:	_____	Amount:	_____
Verify with:	_____	Phone:	_____

## Additional Information

Have you ever been convicted of a crime? yes or no (circle one)

Describe & Date: \_\_\_\_\_

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Have you ever been evicted, declared bankruptcy or had a judgment? yes or no (circle one)

Describe & Date: \_\_\_\_\_

**Co-Applicant/Spouse Information**

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Social Security#: \_\_\_\_\_ Driver's License: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Relationship: \_\_\_\_\_

**Current Address**

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Own or Rent: \_\_\_\_\_ Monthly Payment: \_\_\_\_\_  
Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_  
Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**Previous Address**

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Own or Rent: \_\_\_\_\_ Monthly Payment: \_\_\_\_\_  
Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_  
Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**Employment Information**

Current Employer: \_\_\_\_\_ Position: \_\_\_\_\_  
Manager: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Monthly Pay: \_\_\_\_\_

**Personal References**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Banking Information**

Bank: \_\_\_\_\_ Amount: \_\_\_\_\_  
Bank: \_\_\_\_\_ Amount: \_\_\_\_\_

**Automobile Information**

Make & Model: \_\_\_\_\_ Plate #: \_\_\_\_\_  
Make & Model: \_\_\_\_\_ Plate #: \_\_\_\_\_

**Additional Income**

Income Source: \_\_\_\_\_ Amount: \_\_\_\_\_  
Verify with: \_\_\_\_\_ Phone: \_\_\_\_\_

**Additional Information**

Have you ever been convicted of a crime? \_\_\_\_\_ yes or no (circle one)  
Describe & Date: \_\_\_\_\_

Have you ever been evicted, declared bankruptcy or had a judgment? \_\_\_\_\_ yes or no (circle one)  
Describe & Date: \_\_\_\_\_

**Emergency Contact Information for Applicant / Co-Applicant**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Referral Information**

Referral Source: \_\_\_\_\_

**\_\_\_\_\_ I agree to the following statement:**

I represent that the information provided in this application is true, complete, and accurate to the best of my knowledge. I understand that any misrepresentation or omission of information is grounds for eviction.

**\_\_\_\_\_ I agree to the following statement:**

I understand that the information provided will be used by **Knollwood Apartments, LLC and/or NEO Metro Properties Corp** to determine whether to accept this application. I authorize Knollwood Apartments, LLC and NEO Metro Properties Corp to verify all the information given in this application, including past rental information, personal references and employment information provided. I further authorize Knollwood Apartments, LLC and NEO Metro Properties Corp to obtain a current credit and criminal background check.

**\_\_\_\_\_ I agree to the following statement:**

I understand that this application is not a rental agreement and that this application does not create any obligation on Knollwood Apartments, LLC or NEO Metro Properties Corp. I also understand that the Application Fee is NON-REFUNDABLE.

**The undersigned represent that the information provided in this application is true, complete, and accurate to the best of my knowledge. I understand that any misrepresentation or omission of information is grounds for eviction.**

**Applicant**

Print Name: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Co-Applicant/Spouse**

Print Name: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY - DO NOT WRITE BELOW**

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

VERIFICATION	REMARKS
<input type="checkbox"/> Background Check	_____
<input type="checkbox"/> Current Landlord	_____
<input type="checkbox"/> Previous Landlord	_____
<input type="checkbox"/> App. Employ.	_____
<input type="checkbox"/> Co-App. Employ.	_____
<input type="checkbox"/> Bank	_____
<input type="checkbox"/> App. Reference	_____
<input type="checkbox"/> Co-App. Reference	_____
<input type="checkbox"/> Other	_____
<input type="checkbox"/> Other	_____
<input type="checkbox"/> Other	_____

Application:  Approved  Not Approved  
Date: \_\_\_\_\_  
By: \_\_\_\_\_  
Deposit Required: \_\_\_\_\_  
Rent: \_\_\_\_\_  
Assigned to Apt No.: \_\_\_\_\_  
Approx. Move In Date: \_\_\_\_\_  
Applicant Notified By: \_\_\_\_\_