

# **LINCOLN TOWER APARTMENTS**



**APPLICATION FEE \$40.00 PER APPLICANT**

**NO CASH**

**Check or Money Order Accepted Payable to Lincoln, LP**

## **ITEMS REQUIRED FOR APPLICATION PROCESS**

### **IDENTIFICATION FOR ALL HOUSEHOLD MEMBERS REQUIRED**

- Valid Picture ID/Drivers License

### **INCOME**

- Last 3 pay stubs for all applicants 18 years of age or older
- Alimony/Child Support orders (if applicable)

**Mail completed applications with application fees to:**

**Lincoln, LP  
100 North 5<sup>th</sup> Street  
Reading, PA 19601**

**Incomplete applications will not be processed**

**LINCOLN TOWER APARTMENTS**

100 North Fifth Street  
 Reading, PA 19601  
 Phone: 610-375-3413  
 Fax: 610-375-3425

RENTAL APPLICATION	
For Office Use Only	
Date:	_____
Property	_____
Apt No	Rent\$ _____

**Please complete all requested information. Thank you for your interest in our apartments.**

Date of Application \_\_\_\_\_ Desired Date of Occupancy \_\_\_\_\_  
 Type and Size of Apartment Wanted (# of Bedrooms, etc) \_\_\_\_\_  
 How Did you Hear About our Property: \_\_\_\_\_

**PERSONAL INFORMATION**

<b>Applicants Full Name</b> _____		Date of Birth: _____
Social Security # _____	Home Ph#: _____	Email: _____
Driver's License #/State _____	Work Phone# _____	Cell Phone # _____
<b>Co-Applicant's Full Name:</b> _____		Date of Birth: _____
Social Security # _____	Home Ph#: _____	Email: _____
Driver's License #/State _____	Work Phone# _____	Cell Phone # _____
Full Names of All Other Residents:	Relationship to You	Date of Birth

**RESIDENCE HISTORY**

Present Address \_\_\_\_\_ Dates From/To: \_\_\_\_\_  
 Present Landlord or Mortgage Co, \_\_\_\_\_ Phone#: \_\_\_\_\_  
 Monthly Payment \$ \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

**EMPLOYMENT INFORMATION**

**Present Employer:** \_\_\_\_\_ Dates From/To: \_\_\_\_\_  
 Employer Address: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Gross Monthly Salary \$: \_\_\_\_\_

**Previous Employer:** \_\_\_\_\_ Dates From/To: \_\_\_\_\_  
 Employer Address: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Gross Monthly Salary \$: \_\_\_\_\_

**Co-Applicant's Employer:** \_\_\_\_\_ Dates From/To: \_\_\_\_\_  
 Employer Address: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Gross Monthly Salary \$: \_\_\_\_\_

**BANKING AND CREDIT REFERENCES**

Bank Name & Branch \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Checking Account: yes/no (please circle one) Savings Account: yes/no (please circle one)  
 Loan/Mortgage: \_\_\_\_\_ Monthly Payment: \_\_\_\_\_

Other Reference: \_\_\_\_\_  
 Address: \_\_\_\_\_

**OTHER INFORMATION**

Total Number of Vehicles <including company vehicles>

Make/Model: \_\_\_\_\_ Year/Color: \_\_\_\_\_ Tag #/State: \_\_\_\_\_

Make/Model: \_\_\_\_\_ Year/Color: \_\_\_\_\_ Tag #/State: \_\_\_\_\_

Other Car, Motorcycle, Etc: \_\_\_\_\_

Total Gross Monthly Household Income: \$ \_\_\_\_\_

If there are any other sources of income you would like us to consider, please list income, source and person (Banker, Employer, etc) who we could contact for confirmation. You do NOT have to reveal alimony, child support or spouse's income unless you want us to consider it in this application

Amount \$ \_\_\_\_\_ Per: \_\_\_\_\_ Source: \_\_\_\_\_ Phone #: \_\_\_\_\_

Amount \$ \_\_\_\_\_ Per: \_\_\_\_\_ Source: \_\_\_\_\_ Phone #: \_\_\_\_\_

Comments: \_\_\_\_\_  
 \_\_\_\_\_

HAVE YOU or CO-APPLICANT EVER:	Circle Yes or No	Been sued for non-payment of rent?	YES	NO
Been Evicted or asked to move out?	YES NO	Broken a Rental Agreement or Lease?	YES	NO
Been Sued for damage to rental property?	YES NO	Declared Bankruptcy?	YES	NO

In case of Emergency Notify: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

I hereby make application for an apartment and certify that this information is correct. I authorize you to contact my references that I have listed. I also authorize you to obtain my consumer credit report from your credit reporting agency, which will appear as "an inquiry" on my file. Along with background check

Applicants Signature: \_\_\_\_\_  
 Co-Applicant Signature \_\_\_\_\_  
 Date Signed: \_\_\_\_\_

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

Date Application Received:	Received By:									
Reference Verification	Record of Payment Received									
Present Landlord	<table border="1"> <tr> <th>Date</th> <th>Description</th> <th>Amount</th> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>	Date	Description	Amount						
Date	Description	Amount								
Previous Landlord										
Employment										
Previous Employer:	This Application:									
Co-Applicant Employer:	Approved: _____ Not Approved: _____									
Bank:	Date: _____ By: _____									
Credit (1)	Assigned to Apt# _____ Rent: \$ _____									
Credit (2)	Apartment Address: _____									
Credit (3)	Applicant Notified by: _____									
Other:	Anticipated Move-In Date: _____									

**Lincoln, LP/Lincoln Tower Apartments**

100 N. Fifth Street, Reading, PA 19601

Phone: 610/375-3413

Fax: 610/375-3425

To whom it may concern:

I, \_\_\_\_\_ give permission to Lincoln Tower Apartments to verify with you the information requested below:

Employment Verification: \_\_\_\_\_

Rental History Verification: \_\_\_\_\_

\_\_\_\_\_  
Applicants Signature:

\_\_\_\_\_  
Date: