



CARRIAGE HILL – CARRIAGE TRACE APARTMENTS

301 Carriage Drive, Clinton, TN 37716 phone 865-457-4566 and 865-457-4564

RENTAL APPLICATION

THIS RENTAL APPLICATION MUST BE COMPLETELY FILLED OUT BEFORE PROCESSING.

Application Date: _____

The total Application Fee is \$100.00 and is payable with this Rental Application. No portion of the Application Fee is refundable. False information or the tending of a bad check shall breach and void any subsequent Lease. Notice in writing will be mailed to Applicant at the leased premises or delivered to Applicant in person. The Security Deposit is due upon approval of the Rental Application. Additionally, once notified that a unit is available and Applicant has agreed to execute a lease for 12 months, if Applicant fails to enter into the lease, the deposit will be forfeited as liquidated damages in payment for the agent’s time and effort in processing Applicant’s inquiry, application and reserving the unit. If there are no units available within a reasonable time, Applicant’s Security Deposit will be refunded in full. The owner and/or agent authorized to manage these premises and accept Service of Process is Joe Hollingsworth, Jr., Carriage Trace and Carriage Hill Apartments.

PETS ARE NOT ALLOWED – I/We understand that pets are prohibited and that we will not have pets while occupants of the premises. We further understand that failure to comply herewith shall constitute a lease violation.

APPLICANT’S NAME _____ M F **SOCIAL SECURITY #** _____

No initials please.

(REQUIRED)

DATE OF BIRTH _____ **DRIVER’S LICENSE #** _____ **STATE** _____ **(submit copy of license)**

Have you ever used another name? Y/ N If yes, name(s) _____

Telephone # _____ **Email Address:** _____
 MARRIED SINGLE DIVORCED SEPARATED

CO-APPLICANT’S NAME _____ M F **SOCIAL SECURITY #** _____

No initials please.

(REQUIRED)

DATE OF BIRTH _____ **DRIVER’S LICENSE #** _____ **STATE** _____ **(submit copy of license)**

Have you ever used another name? Y/ N If yes, name(s) _____

Telephone # _____ **Email Address:** _____

OCCUPANTS NAME	DATE OF BIRTH	RELATIONSHIP TO APPLICANT	DOES PERSON HAVE A CRIMINAL RECORD?	
			(Yes)	(No)
		Self		

(THIS INFORMATION MUST BE COMPLETED IN ORDER TO PROCESS THIS APPLICATION)

Applicant fully understands that the facility was designed for a specific number of occupants and realizes that additional occupants will be subject to approval. **WE RUN BACKGROUND CHECKS ON EACH OCCUPANT**

PRESENT RESIDENCE:

PREVIOUS RESIDENCE:

Address _____.	Address _____.
_____.	_____.
Dates of Residence _____ Rent \$ _____.	Dates of Residence _____ Rent \$ _____.
Landlord's Name _____.	Landlord's Name _____.
Phone # _____.	Phone # _____.
Reason For Moving? _____.	Reason For Moving? _____.

EMPLOYMENT INFORMATION:

Employer _____ How Long _____ Salary \$ _____ PER WK PER MO

Address _____ Phone _____ Position _____.

Co-Applicant's Employer _____ How Long _____ Salary \$ _____ PER WK PER MO

Address _____ Phone _____ Position _____.

OTHER EMPLOYMENT INFORMATION:

Employer _____ How Long _____ Salary \$ _____ PER WK PER MO

Address _____ Phone _____ Position _____.

Co-Applicant's Employer _____ How Long _____ Salary \$ _____ PER WK PER MO

Address _____ Phone _____ Position _____.

INCOME

Name	Anticipated Annual Income
	\$
	\$
	\$
	\$
TOTAL FAMILY INCOME	\$

Documented proof may be required for social security and unverifiable income.

CHARACTER REFERENCES

-
1. _____ ADDRESS _____ TELE. NO _____
 2. _____ ADDRESS _____ TELE. NO _____
 3. _____ ADDRESS _____ TELE. NO _____
-

EMERGENCY CONTACTS:

NAME _____
 ADDRESS _____
 PHONE _____
 Relationship _____

NAME _____
 ADDRESS _____
 PHONE _____
 Relationship _____

WILL YOU HAVE A CAR? _____

YEAR	MAKE	MODEL	COLOR	LICENSE # & STATE
YEAR	MAKE	MODEL	COLOR	LICENSE # & STATE

If Applicant(s) have misstated the number of persons in the family or the number of persons intended to occupy the apartment or if Applicant(s) made any misstatements of fact in this Rental Application, Landlord may reject the Rental Application. Any such misstatement shall also constitute a breach of any lease entered into pursuant to this Rental Application.

I HAVE READ AND I FULLY UNDERSTAND THE TERMS AND CONDITIONS SET FORTH IN THIS RENTAL APPLICATION AND I REALIZE THIS INFORMATION WILL BE USED TO DETERMINE MAXIMUM INCOME FOR ELIGIBILITY FOR AN APARTMENT AND I HAVE ANSWERED FULLY AND TRUTHFULLY EACH OF THE ABOVE QUESTIONS TO THE BEST OF MY ABILITY. UPON SIGNING OF THIS RENTAL APPLICATION, I AUTHORIZE RELEASE OF ANY/ALL INFORMATION OR FINANCIAL DATA FROM CREDIT COMPANIES OR ANY LAW ENFORCEMENT AGENCIES IN ORDER TO INVESTIGATE AND DETERMINE ELIGIBILITY. I UNDERSTANDING THAT THIS INVESTIGATION MAY INCLUDE, BUT IS NOT LIMITED TO, A CONSUMER CREDIT REPORT, VERIFICATION OF EMPLOYMENT WITH SALARY, PAST RENTAL HISTORY, CRIMINAL HISTORY AND I, THEREFORE, CONSENT TO THIS INVESTIGATION, AND I CERTIFY THAT ALL STATED FACTS ARE TRUE. IT IS UNDERSTOOD THAT ANY MISREPRESENTATION OR OMISSION IS CAUSE FOR THE MANAGEMENT AND/OR OWNER TO REJECT THIS APPLICATION AND/OR TERMINATE LEASE.

WE UNDERSTAND A CRIMINAL HISTORY WILL BE REQUESTED FROM CITY, COUNTY, STATE, AND FEDERAL LAW ENFORCEMENT AGENCIES.

Failure to complete this Rental Application in full will result in a delay in processing!

APPLICANT SIGNATURES

Where did you hear about us:

- Newspaper Craigslist Facebook Friend
- Other: _____

Referred by: _____
(Must be provided to qualify for referral credit)

Type of Unit Preferred: _____

Preferred Location: _____

FOR INTERNAL USE ONLY

DATE RECEIVED _____

RENTAL APPLICATION HAS BEEN: APPROVED _____ DENIED _____

REASON _____

	Amount Paid	Date Paid	Agent to Initial
Application Fee/Transfer Fee	\$		
First month's rent and/or prorate	\$		
Security Deposit	\$		