

# Fox & Hounds Lease Application

Apartment Number \_\_\_\_\_ Rent Amount \_\_\_\_\_ Pet? \_\_\_\_\_ Source \_\_\_\_\_  
Apartment Type \_\_\_\_\_ Security Deposit \_\_\_\_\_ Parking? \_\_\_\_\_  
Apartment Level/Floor \_\_\_\_\_ Lease Term \_\_\_\_\_ Storage? \_\_\_\_\_ Occupancy Date Requested \_\_\_\_\_

## APPLICATION OF:

Leaseholder-Resident  Occupant Only  Non-Occupant Leaseholder  Co-Signer

## APPLICANT INFORMATION MUST BE COMPLETE IN ORDER TO BEGIN PROCESSING

Applicant's Full Legal Name \_\_\_\_\_ Telephone Number \_\_\_\_\_  
Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_  
Driver's License number \_\_\_\_\_ State Issued \_\_\_\_\_  
Email address \_\_\_\_\_ @ \_\_\_\_\_

**Present Address:** \_\_\_\_\_ Apt. # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How long at present address? \_\_\_\_\_  Rent  Own  Live with Parents  Other **Monthly Payment \$** \_\_\_\_\_

Reason for moving from present address? \_\_\_\_\_

Name of present Landlord/Owner/Agent? \_\_\_\_\_ Telephone Number \_\_\_\_\_

**Previous Address:** \_\_\_\_\_ Apt. # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How long at previous address? \_\_\_\_\_  Rent  Own  Live with Parent  Other **Monthly Payment \$** \_\_\_\_\_

Reason for moving from previous address? \_\_\_\_\_

Name of previous Landlord/Owner/Agent? \_\_\_\_\_ Telephone Number \_\_\_\_\_

**Present Employer:** \_\_\_\_\_ Name of Supervisor \_\_\_\_\_ Telephone Number \_\_\_\_\_

Address of Employment: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Start Date: \_\_\_\_\_ Position Held \_\_\_\_\_ **GROSS ANNUAL SALARY \$** \_\_\_\_\_

**Previous Employer:** \_\_\_\_\_ Name of Supervisor \_\_\_\_\_ Telephone Number \_\_\_\_\_

Address of Employment: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Start Date: \_\_\_\_\_ Position Held \_\_\_\_\_ **Gross Annual Salary \$** \_\_\_\_\_

**Spouse's Full Legal Name** \_\_\_\_\_ **Social Security Number** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ **Date of Birth** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Spouse's Present Employer:** \_\_\_\_\_ Name of Supervisor \_\_\_\_\_ Telephone Number \_\_\_\_\_

Address of Employment: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Start Date: \_\_\_\_\_ Position Held \_\_\_\_\_ **GROSS ANNUAL SALARY \$** \_\_\_\_\_

## ADDITIONAL SOURCES OF INCOME

List any additional verifiable source(s) of household income you wish us to consider : \_\_\_\_\_ \$ \_\_\_\_\_ per \_\_\_\_\_

Do you have any established credit history such as accounts with auto loans, credit or charge card accounts, furniture store accounts, etc...?  Yes  No

Have you ever been evicted?  Yes  No

Have you ever been convicted of a felony?  Yes  No

How many automobiles do you have? \_\_\_\_\_ Tag Number(s) and State(s) \_\_\_\_\_

Do you have any recreational vehicles such as boats, motorcycles?  Yes  No If yes, please specify: \_\_\_\_\_

Do you have a pet?  Yes  No Type and/or Breed of Pet \_\_\_\_\_ Weight \_\_\_\_\_ Age \_\_\_\_\_ Name of Pet \_\_\_\_\_

*Our community welcomes pets with the following restrictions strictly enforced: A maximum of two dog or two cats or one dog and one cat is allowed per apartment. Dogs and cats must be over one year of age with a photo of your pet provided. Cats must be de-clawed and neutered with written verification provided by a veterinarian. Breeds listed on the SPCA's most dangerous list, such as Rottweilers, Pit Bulls, German Shepherds, Dobermans and Chows, will not be allowed. There is a \$150 non-refundable pet fee as well as a \$30 monthly charge for one pet, \$45 for two pets. Fish and small caged animals are allowed (no rodents or reptiles) at no additional costs.*

*Note: Per Federal Fair Housing Law, Service Animals are not considered "pets"; therefore, with proof of certification, the Pet Policy does not apply.*

**PLEASE LIST TWO PERSONAL REFERENCES:**

#1 Name \_\_\_\_\_ Relationship \_\_\_\_\_ Known How Long? \_\_\_\_\_ Telephone Number \_\_\_\_\_

#2 Name \_\_\_\_\_ Relationship \_\_\_\_\_ Known How Long? \_\_\_\_\_ Telephone Number \_\_\_\_\_

Co-applicants must submit separate applications.

A non-refundable application fee of **\$35** is paid with the clear understanding that the applicant, including each prospective occupant, is subject to approval and acceptance of AE-Fox and Hounds, Inc. and/or AE-Fox and Hounds Associates, L.P. **The application fee is used to cover the costs incurred in investigating the acceptability of this application and is non-refundable.**

Upon receipt by AE-Fox and Hounds, Inc. and/or AE-Fox and Hounds Associates, L.P. of this application, an advance rental payment payable to AE-Fox and Hounds Associates, L.P. in the amount of **\$300** will be paid by the applicant to hold the specific apartment selected.

Once an applicant selects a specific apartment and the application has been accepted and approved, any cancellation of the application and/or failure to sign a lease by the applicant on or before the occupancy date specified will be considered a breach of this application. **In this event, the \$300 deposit shall be retained by AE-Fox and Hounds Associates, L.P. and applied to the loss of rent from the applicant's action.**

**Upon execution of the lease and transfer of possession of the apartment, the balance of the first month's rent is due. If applicant takes occupancy after the 15<sup>th</sup> of any month, the prorated portion of that month's rent, as well as the following month's rent, is due.**

I certify that the information provided on this application is true and correct and authorize AE-Fox and Hounds, Inc. and/or AE-Fox and Hounds Associates, L.P. to verify the information. If statements or representations made on this application are found to be materially misleading, incorrect or untrue, AE-Fox and Hounds, Inc. and/or AE-Fox and Hounds Associates, L.P. shall be entitled to terminate this application.

Upon approval, this application is to be made a part of the lease entered into by AE-Fox and Hounds Associates, L.P. and tenant.

**I have received, read and understand the attached Application Criteria and I agree to provide the appropriate application information, income verification, proof of identification and/or any other required documentation with-in 24 hours in order to assist in the timely processing of my application.**

*I understand that by signing below, I am agreeing to the terms and conditions set forth in this application.*

Date Received \_\_\_\_\_ Signature of Applicant(s) \_\_\_\_\_

Received By \_\_\_\_\_

**List the legal name of all prospective occupants beginning with yourself:**

- |               |                    |                                 |
|---------------|--------------------|---------------------------------|
| 1. Name _____ | Relationship _____ | Date of Birth _____/_____/_____ |
| 2. Name _____ | Relationship _____ | Date of Birth _____/_____/_____ |
| 3. Name _____ | Relationship _____ | Date of Birth _____/_____/_____ |
| 4. Name _____ | Relationship _____ | Date of Birth _____/_____/_____ |

**Credit Department Only:**

**ACCEPTED** by \_\_\_\_\_ date \_\_\_\_\_  **DENIED** by \_\_\_\_\_ date \_\_\_\_\_ → Reason(s) \_\_\_\_\_ Letter \_\_\_\_\_