



5399 Pierce Street, Allendale, MI 49401

Application for Tenancy

# of Bedrooms		Date Needed:	
Last Name:		First Name:	Mid Initial:
SS#:		Driver's License:	
Email Address:			
Primary Phone:		Work Phone:	Birth Date:
Present Address:			
City:		State:	Zip Code:
Dates at Address:	From:	To:	Are you being evicted?
Landlord's Name:		Landlord's Phone:	
Previous Address:			
City:		State:	Zip Code:
Dates at Address:	From:	To:	Were you evicted?
Landlord's Name:		Landlord's Phone:	
Current Employer:		Length of Employment:	
Contact Person:		Phone:	
Address of Work Place:			
Gross Income: \$	Payment Period:		Your Primary Bank:
Other Income: \$	How Much?: \$		
Will Someone Cosign?	Will you be receiving rent/income assistance?	Have you ever been convicted of a felony or sex crime?	
Additional Tenant Name:		Soc. Sec #:	Relationship to you:
Additional Tenant Name:		Soc. Sec #:	Relationship to you:
Pet(s) Type/Breed:			
Nearest Relative or Friend (for emergency purposes):			Phone:
<p>The application fee is \$50.00 and is non-refundable. I hereby declare the information on the application to be truthful and correct and I further authorize West Wind Place Apartments to verify any and all information on this application, criminal report, and/or on a credit report. I/We, the undersigned, authorize a credit check and/or criminal verification service to obtain resident screening information, which MAY include credit history, rental history, criminal history, sexual offender history and terrorist information. The information may also be used for collection and garnishment purposes.</p>			
Signature of Applicant: _____			Date: _____

Rental Criteria & Deposit

If you are hoping to live at West Wind Place Apartments you must complete an application, pay the application fee and be approved based on several items. After receiving the non-refundable application fee we will process the application to verify employment, income, verification of rent and other such items. Credit and criminal reports may also be ordered.

Income Requirements: West Wind Place Apartments typically looks for monthly income equal to or greater than 3 times the monthly rental rate. Prospective tenants do not have to be employed to qualify. West Wind Place Apartments will consider other sources of income. Your income sources must be proven and verified. Landlord may request copies of check stubs or payment disbursements. Lease guarantors may be requested if income levels do not meet our criteria.

Credit History: A credit report may be ordered from erenter.com or another credit/criminal reporting agency. Prospective tenants that are current and in good standing with creditors will pass our credit history criteria. Prospective tenants that have a history of eviction, late payments, bankruptcy, liens, foreclosures, collections, or similar history will be treated on a case-by-case basis and may not qualify to rent at West Wind Place Apartments.

Background Checks: A criminal and background check may be ordered. Any applicant who is found to have a violent criminal record will be disqualified from renting. Other criminal charges will need to be explained by the prospective tenant and will be dealt with on a case-by-case basis.

Rental History: West Wind Place Apartments may request a verification of rent history. We may request a valid previous lease and/or verification from your previous landlord of good standing.

Order of Selection: West Wind Place Apartments will lease to the first qualified candidate that submits a security deposit for the unit and signs all lease documentation. The security deposit is \$350.00 for the leased property and must be paid at the signing of the lease.

Lease Terms: West Wind Place Apartments typically leases for 12 month lease terms, shorter leases terms may be required to pay a premium on the regular rental rate. Renewal options will be given to tenants in good standing within 90 days of their lease expiration.

Criminal Checks: A criminal records search will be performed for any and all offenses. All felony and misdemeanor offenses must be disclosed on the rental application. Valid photo identification will be required of all rental applicants.

Signing this acknowledgment indicates that you have had the opportunity to review the landlord’s resident screening criteria. The resident selection criteria may include factors such as criminal history, credit history, current income and rental history. If you do not meet the criteria or if you provide inaccurate or incomplete information, your application may be rejected, and your application fees and deposit will not be returned.

Partial List of Valid Grounds for Denial: Verified eviction from credit report or landlord, Rental collection verified on credit report, Balance owing to landlord, Adverse negative rental history (documented complaints, consistently late rent, damages, etc), Unverified social security number, Falsification of rental application, Former breaking of lease agreement, Verified name and date of birth match of a criminal conviction, Murder (1st & 2nd Degree), Manslaughter (1st Degree), Assault (1st, 2nd & 3rd Degree), Robbery (1st & 2nd Degree), Rape (all counts), Child molestation (all counts), Kidnapping (all counts), Theft (1st & 2nd degree), Burglary (1st, 2nd degree), Malicious Mischief, Arson (1st & 2nd degree), Delivery or sale (all counts), Possession with Intent to Deliver (all counts)

Applicant Name Printed

Signature

Date

FOR OFFICE USE ONLY: Date Submitted:				
Payment Method:		Application Status:	Approved	Denied
Copy of ID:		Income Verification:		
Follow-up Date:		Background Check:		
Lease Sent Date:		LL Verification:		
		Tenancy:		

