



APPLICATION FOR OCCUPANCY

Willow Chase Twin Homes | 704 S Hemlock St, Gardner, KS 66030

Last Name: _____ First: _____ MI: _____ SSN: _____/_____/_____ DOB _____

Drivers License # _____ State _____

Spouse: _____ First: _____ MI: _____ SSN _____/_____/_____ DOB _____

Drivers License # _____ State _____ Requested move in date _____

Your Home Phone # (_____) _____ - _____ Your Work Phone # (_____) _____ - _____

Maiden Name: _____ Pets? (Y/N) _____ If yes describe pet: _____ Weight _____

In case of emergency, Notify: _____ Phone # _____

Vehicle Information: 1) _____ 2) _____ 3) _____

Email: _____ Must provide email address for communication.

Occupants (Must list all) _____ DOB _____ DOB _____ DOB _____

RESIDENTIAL HISTORY

1. Present Landlord/ Property Name: _____ County: _____

Your Address: _____ Apt # _____ City, ST, Zip: _____

Landlord Day Phone: (_____) _____ - _____ Dates Rented From: _____ To: _____ Rent Amt. _____

2. Previous Landlord/ Property Name: _____ County: _____

Your Address: _____ Apt # _____ City, ST, Zip: _____

Landlord Day Phone: (_____) _____ - _____ Dates Rented From: _____ To: _____ Rent Amt. _____

EMPLOYMENT HISTORY

1. Name of employer _____ Position: _____ From: _____ To: _____

Full Address: _____ Phone # (_____) _____ - _____ Income \$ _____ Per _____

Name of Supervisor _____ Phone # (_____) _____ - _____ Fax _____

2. Spouse or 2nd employer _____ Position: _____ From: _____ To: _____

Full Address: _____ Phone # (_____) _____ - _____ Income \$ _____ Per _____

OTHER INCOME (list any SSI, Pension, Disability or other income you wish to be considered. Verification is needed.)

Source: _____ Amount \$ _____ Per Mo. Type Of Income: _____

Source: _____ Amount \$ _____ Per Mo. Type Of Income: _____



APPLICATION FOR OCCUPANCY (continued)

GENERAL QUESTIONNAIRE

Please Answer All Questions

Have you ever been evicted? _____ If yes, Property/ Landlord Name: _____ City,ST: _____

Have you ever been convicted of a criminal offense? _____ If yes, Offense: _____ City, ST: _____

FALSE STATEMENTSOR**INCOMPLETE INFORMATION WILL BE GROUNDS FOR DENIAL OF THIS APPLICATION**

This application must be signed by all adults who will occupy the apartment/duplex before it can be considered by Landlord. Acceptance of this application, and any monies deposited herewith is not binding upon Landlord until approved by landlord in writing. If approved, monies deposited with this application will be held as a reservation deposit to be either returned to applicant or credited toward any deposit, which may be required of an applicant at the time, a rental agreement is secured. If approved and the rental unit is held for applicant for more than three days then the applicant withdraws the application, all monies deposited shall be forfeited to landlord. **NON REFUNDABLE PROCESSING FEE: \$45.00 & NON-REFUNDABLE ADMINISTRATIVE FEE \$350.00.**

In compliance with the FAIR CREDIT REPORTING ACT this notice is to inform you that processing of this application includes but is not limited to making any inquiries deemed necessary to verify the accuracy of the information herein, including procuring consumer reports from consumer credit reporting agencies and obtaining credit information from other credit institutions. The undersigned agrees this application and any information reports will remain the property of Willow Chase/Ridgeway.

I hereby grant this property the right to process this application for the purpose of obtaining a Rental/Lease Agreement with this property. Additionally, I authorize all corporations, companies, landlords, law enforcement agencies, academic institutions, and current and former employers to release information they may have about me and release them from any liability and responsibility from doing so. An electronic, faxed, or other copy of this authorization shall be as valid as the original.

X _____ X _____ Date _____ MGR Initials _____
Applicant Signature Spouse Signature

***Please call us at (913) 938-5522 to process your Application Fee Payment.**