

Kirkwood Heights Rental Application

HERITAGE PROPERTY MANAGEMENT

313 3rd AVE. SE P.O BOX 74050

CEDAR RAPIDS, IA 52407-4050

To apply for your housing at KIRKWOOD HEIGHTS, simply submit the following application. A \$300.00 deposit and a \$35.00 non-refundable application fee is due upon returning the application. Application is subject to approval and subsequent delivery of a lease covering premises. Please call (319) 365-3610 if you have any questions.

Personal Data (Please Print)

Applicant must send a copy of driver's license or photo ID with application.

Applicant Name: _____ Phone: (____) _____
Last First MI

Social Security Number: _____ Date of Birth: _____

Current Address: _____ City: _____ State: _____ Zip: _____

Major: _____ List any special medical needs or conditions: _____ Male Female

Date of Move in: _____ Email: _____

Guarantor Data (Please Print)

The following must be filled out by guarantor. Guarantor must send a copy of driver's license or photo ID with application.

Guarantor Name: _____ Phone: (____) _____
Last First MI

Social Security Number: _____ Date of Birth: _____

Current Address: _____ City: _____ State: _____ Zip: _____

Employer: _____ Work Telephone: _____

Employer Address: _____ City: _____ State: _____ Zip: _____

Title/Position Held: _____ Length of Employment: _____ Yearly Income: _____

Guarantor Email Address : _____

Relationship to applicant: _____

Emergency Contact

Name: _____ Relationship to applicant: _____

Address: _____ City, State, Zip: _____ Phone: _____

Room preference honored when possible but not guaranteed

All units include individual high-speed internet service and an expanded basic cable TV package

- | | | |
|--------------------------|------------------------|-----------------|
| <input type="checkbox"/> | 1 Bedroom for 1 person | \$400/mo |
| <input type="checkbox"/> | 1 Bedroom for 2 people | \$230/mo/person |
| <input type="checkbox"/> | 2 Bedroom for 2 people | \$290/mo/person |

Roommate Preference: (honored when possible)

I prefer my living space:

____ Smoking ____ *Non-Smoking ____ Very Neat ____ Fairly Neat ____ Cozy and Uncluttered ____ No Preference

* Non-Smoking preference means that there is NO SMOKING in the entire Unit, not just for an individual bedroom.

Roommate Request(s): _____

** Send applications together **

Application Deposit

\$300.00 security deposit made payable to KIRKWOOD HEIGHTS, plus a non-refundable **\$35.00 application fee** made payable to HERITAGE PROPERTY MANAGEMENT and due with application. Receipt of Security Deposit is hereby acknowledged as a non-interest bearing deposit and NOT as the rental payment which is to be refunded as hereinafter provided if the lease agreement is consummated; provided however that in the event the application is approved, and applicant fails or refuses the apartment tendered for any reason not the fault of the owner, and fails or refuses to enter into the contemplated lease with the owner within & including 60 days prior to scheduled move-in date then APPLICANT AGREES TO FORFEIT SAID DEPOSIT as liquidation damages and not as a penalty, to cover the cost of taking and processing this application, reservation, and preparation of the apartment and the loss of rental income to the owner. If, however, in the event this application is denied or for any reason for which the owner is responsible, the lease is not consummated, the deposit will be return to the applicant. Application authorizes verification of above statements, previous rental verification and performance of a credit history.

OFFICE USE ONLY:

Background check complete: _____

\$35.00 Application Fee received: _____

Bldg/Apt: _____

Date Application received: _____

\$300.00 deposit received: _____

Lease Start: _____

Applicant Personal History

1. Have you ever been convicted of a misdemeanor or felony (excluding minor traffic violations)? Yes No If yes, list date, violation & resolution: _____

Possession of alcohol as a minor is a misdemeanor; failure to report criminal history is grounds for application rejection. Juvenile criminal records often appear on a criminal records check.

2. Have you ever been convicted on a charge involving illegal use, abuse, possession, manufacture or distribution of a controlled substance OR plead "no contest" to any drug and/or alcohol charges? Yes No If yes, list date, violation & resolution: _____

3. Have you ever been:

- Charged/convicted/pleaded "no contest" to any sex offender charges? Yes No
 - Registered or required to be registered as a sex offender? Yes No
 - On any state's sex offender list? Yes No
- If yes, please explain date, where, violations & resolution: _____

4. Rent payments ever been late? Yes No Have you ever been a defendant in a Forcible Entry and Detention (eviction) action? Yes No If yes, please indicate date, circumstances and resolution: _____

5. Have you ever been a defendant in a Money Judgment action for unpaid rent, utilities, damages or noncompliance? Yes No If yes, dates and details: _____

6. Do you have any adverse credit conditions/situations that you wish to explain? Yes No If yes, dates and details: _____

Guarantor Personal History

1. Have you ever been a defendant in a Money Judgment action for unpaid rent, utilities, damages or noncompliance? Yes No If yes, dates and details: _____

2. Do you have any adverse credit conditions/situations that you wish to explain? Yes No If yes, dates and details: _____

Rental Verification

1. Student Rental History: Last student housing rental: _____ &
Landlord: _____ Phone Number: _____

2. Rental Verification (non Student Housing): _____
Landlord: _____ Phone Number: _____

To be considered by KIRKWOOD HEIGHTS, a rental application must be completed and signed by all individuals who will occupy the rental unit. Acceptance of this application and any moneys deposited herewith is not binding upon KIRKWOOD HEIGHTS until a signed lease by all parties. If approved, the deposit will be held as a security deposit for the rental unit. If applicant wishes to withdraw the application, it must be done IN WRITING and submitted to: KIRKWOOD HEIGHTS, c/o HERITAGE PROPERTY MANAGEMENT, P.O. Box 74050, Cedar Rapids, IA 52407-4050.

Cancellation penalties are as follows: 91 days or more prior to lease start date: \$25 processing and \$275 refund; 61-90 days prior to lease start date \$50 processing fee and \$250 refund; 31-60 days prior to lease start date \$150 processing fee and \$150 refund; 30 days or less prior to lease start date forfeit entire deposit and \$0 refund.

Guarantor's signature below indicates their intention to co-sign the lease when presented, and will be considered binding in the event that guarantor fails to sign lease as agreed.

X _____
Applicant Signature Date

X _____
Guarantor Signature Date

Please return application, deposit, and application fee along with a copy of a valid photo ID for Applicant and Guarantor.

PLEASE SEND APPLICATION TO: KIRKWOOD HEIGHTS c/o HERITAGE PROPERTY MANAGEMENT, P.O. Box 74050, Cedar Rapids, IA 52407-4050
PLEASE CALL OUR OFFICE WITH QUESTIONS: (319) 365-3610