

Chelsea at Lee Hall Apartments
626 Chelsea Place
Newport News, VA 23603
Office: (757) 887-2316 / Fax: (757) 887-2305
Rental Application

Steps to complete application:

PLEASE PRINT. COMPLETE IN FULL AND SIGN. PAY APPLICATION FEE BY MONEY ORDER ONLY.

TODAY'S DATE: _____ # OF BEDROOMS: _____ DATE NEEDED: _____

STUDENT: NO YES: _____ UNDERGRADUATE _____ GRADUATE

DO YOU NEED ANY ACCOMMODATIONS? NO YES: _____

HAVE YOU EVERY BEEN CHARGED WITH, PLEADED GUILTY TO, OR BEEN CONVICTED OF ANY CRIME, OTHER THAN TRAFFIC VIOLATIONS? NO YES

IF YES, STATE THE NATURE OF THE OFFENSE, THE DATE OF THE OFFENSE, THE COUNTY AND STATE IN WHICH YOU WERE CHARGED AND/OR TRIED, AND THE DATE OF THE TRIAL AND THE SENTENCE GIVEN, IF CONVICTED. NOTE: IF YOU DO NOT PROVIDE AN ANSWER TO THE QUESTION, THEN IT WILL BE ASSUMED THAT YOUR ANSWER IS NO".

NATURE OF OFFENSE: _____ DATE: _____ COUNTY/STATE: _____

IF CONVICTED: DATE OF TRIAL: _____ AND SENTENCE: _____

APPLICANT NAME: _____

CURRENT ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

SOCIAL SECURITY NUMBER #: _____ - _____ - _____ DATE OF BIRTH: _____ / _____ / _____

HOME/CELL PHONE: _____ WORK PHONE: _____

EMAIL ADDRESS _____

CURRENT LANDLORD OR COMMUNITY: _____ PHONE #: _____

HOW LONG AT CURRENT ADDRESS? _____ AMOUNT OF RENT: \$ _____

PREVIOUS ADDRESS IF NOT LONGER THAN ONE YEAR: _____

IF NOT CURRENTLY RENTING, HAVE YOU EVER RENTED BEFORE? YES NO

IF YES, ADDRESS: _____ LANDLORD PHONE #: _____

EMPLOYED BY: _____

EMPLOYER'S ADDRESS: _____

POSITION OR RANK: _____ SALARY: \$ _____

PHONE #: _____ SUPERVISOR: _____

HOW LONG EMPLOYED? _____ FULLTIME PARTTIME: #HOURS _____

SOURCE OF OTHER INCOME (CHILD SUPPORT, ALIMONY, ADC, SOCIAL SECURITY, PENSION, ECT.) : _____

IF MORE THAN ONE EMPLOYER, LIST OTHER EMPLOYER(S) ON BACK OF APPLICATION

(CONTINUED ON PAGE TWO)

(APPLICANT CONTINUATION)

CURRENT BANK & ACCOUNT NUMBERS:

NAME OF BANK: _____
CHECKING ACCOUNT #: _____ INTEREST BEARING? YES: INTEREST RATE: _____% NO
SAVINGS ACCOUNT #: _____ INTEREST RATE: _____%
SAVINGS ACCOUNT #: _____ INTEREST RATE: _____%
OTHER ASSETS: (C.D.'S, MONEY MARKET ACCOUNTS, ECT.): _____

PLEASE LIST CLOSEST RELATIVE NOT LIVING WITH YOU-EMERGENCY CONTACT:

NAME	ADDRESS	PHONE #
_____	_____	_____

PLEASE LIST TWO REFERENCES NOT RELATED TO YOU:

NAME	ADDRESS	PHONE #
_____	_____	_____
_____	_____	_____

PLEASE LIST TWO BUSINESS REFERENCES:

NAME	ADDRESS	PHONE #
_____	_____	_____
_____	_____	_____

NAME OF SPOUSE/CO-APPLICANT: _____

CURRENT ADDRESS: _____
CITY: _____ STATE: _____ ZIP CODE: _____
SOCIAL SECURITY NUMBER #: _____ - _____ - _____ DATE OF BIRTH: ____/____/____
HOME/CELL PHONE: _____ WORK PHONE #: _____
EMAIL ADDRESS: _____
CURRENT LANDLORD OR COMMUNITY: _____ PHONE #: _____
HOW LONG AT CURRENT ADDRESS? _____ AMOUNT OF RENT: \$ _____
PREVIOUS ADDRESS IF NOT LONGER THAN ONE YEAR: _____
IF NOT CURRENTLY RENTING, HAVE YOU EVER RENTED BEFORE? YES NO
IF YES, ADDRESS: _____ LANDLORD PHONE #: _____
EMPLOYED BY: _____
ADDRESS: _____
POSITION OR RANK: _____ SALARY: \$ _____
PHONE: _____ SUPERVISOR: _____
HOW LONG EMPLOYED? _____ FULLTIME PART-TIME: #HOURS _____
SOURCE OF OTHER INCOME (CHILD SUPPORT, ALIMONY, ADC, SOCIAL SECURITY, PENSION, ECT.): _____

(CO-APPLICANT CONTINUATION)

CURRENT BANK & ACCOUNT NUMBERS:

NAME OF BANK: _____
CHECKING ACCOUNT #: _____ INTEREST BEARING? [] YES: INTEREST RATE: _____% [] NO
SAVINGS ACCOUNT #: _____ INTEREST RATE: _____%
SAVINGS ACCOUNT #: _____ INTEREST RATE: _____%
OTHER ASSETS: (C.D.'S, MONEY MARKET ACCOUNTS, ECT.) : _____

PLEASE LIST CLOSEST RELATIVE NOT LIVING WITH YOU-EMERGENCY CONTACT:

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE #</u>
_____	_____	_____

PLEASE LIST TWO REFERENCES NOT RELATED TO YOU:

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE #</u>
_____	_____	_____
_____	_____	_____

PLEASE LIST TWO BUSINESS REFERENCES:

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE #</u>
_____	_____	_____
_____	_____	_____

PLEASE LIST ADDITIONAL PERSONS TO OCCUPY THE APARTMENT UNDER THE AGE OF 18:

<u>NAME</u>	<u>SOCIAL SECURITY #</u>	<u>DATE OF BIRTH</u>	<u>RELATIONSHIP</u>
_____	_____ - _____ - _____	____/____/____	_____
_____	_____ - _____ - _____	____/____/____	_____
_____	_____ - _____ - _____	____/____/____	_____

TOTAL NUMBER OF OCCUPANTS: _____

<u>MAKE OF VEHICLE</u>	<u>BODY STYLE</u>	<u>YEAR</u>	<u>COLOR</u>	<u>LICENSE PLATE #</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

PET TO OCCUPY APARTMENT (MUST HAVE WRITTEN CONSENT FROM OWNER/AGENT)

<u>PET TYPE</u>	<u>FULL GROWN WEIGHT</u>	<u>NAME</u>
_____	_____	_____

TERMS AND CONDITIONS FOR AGREEMENT BY APPLICANT

- *Rental rates and availability are subject to change without notice, pending full lease execution.*
- *No pets of any kind are allowed on the property without the express prior written approval of Management.*
- *I certify that I am 18 years of age or older.*
- *I hereby state that all the information given in this application is true and correct. I authorize the agent to process this application, contacting any persons deemed necessary to verify the information provided, including credit, income and employment history, criminal history, student status, housing reference, bank balances, etc.*
- *I affirm that I am not involved in any way with illegal drugs or any other unlawful activity.*
- *I understand that, if there is a substantial change in my circumstances between application and move-in, or if any of the information I have provided is false, the Landlord may re-consider this application accordingly.*
- *I lieu of an original signature to this agreement, Landlord will accept a valid and legitimate electronic and/or facsimile signature of the Resident. In doing so, resident hereby acknowledges his/her endorsement and acceptance of this agreement, and he/she waives any challenge to validity of this agreement based on resident's endorsement by electronic and/or facsimile signature.*
- *I hereby submit \$_____ as a nonrefundable application fee and \$_____ as a nonrefundable administrative fee.*
- *In addition to these fees, I hereby submit \$_____ as a refundable security deposit.*
- *I understand the application fee is nonrefundable at any time.*
- *If management accepts my application, applicant must secure property within 24 hours of approval. Otherwise,*
- *If applicant fails to occupy property on agreed upon date except for the hold over of prior resident management will retain all fees and deposits.*

* Resident expressly authorizes landlord, or landlord's agent (including collection agency) to obtain tenant's consumer credit report. The landlord, or its agent may use if attempting to collect past due rents, late fees, or other charges from tenant, both during the lease and thereafter. *

APPLICANT SIGNATURE _____ **DATE** _____

CO-APPLICANT SIGNATURE _____ **DATE** _____

MANAGEMENT REPRESENTATIVE _____ **DATE** _____

Thank you for choosing Chelsea At Lee Hall Apartments
Welcome Home!