

**CONSUMER NOTICE FOR TENANTS  
THIS IS NOT A CONTRACT**

*(Not to be used when licensee is subagent for the landlord, agent for the tenant or transaction licensee)*

\_\_\_\_\_ (Licensee) hereby states that with respect to this property (describe property) \_\_\_\_\_, I am acting in the following capacity: (check one)

- Owner/Landlord of the Property
- A direct employee of the Owner/Landlord; OR
- An agent of the Owner/Landlord pursuant to a property management or exclusive leasing agreement.

I acknowledge I have received this Notice: \_\_\_\_\_ (Consumer) \_\_\_\_\_ (Date)

\_\_\_\_\_ (Consumer) \_\_\_\_\_ (Date)

I certify that I have provided this Notice: \_\_\_\_\_ (Licensee) \_\_\_\_\_ (Date)



**PROPERTY MANAGEMENT**

600 Olde Hickory Road, Suite 100, Lancaster, PA 17601 (717) 569-0484

**APPLICATION TO LEASE APARTMENT/TOWNHOUSE**

Application Date \_\_\_\_\_

To: \_\_\_\_\_, owner, hereafter referred to as Boyd/Wilson:

- The below named person(s) do hereby apply to lease an apartment/townhouse at \_\_\_\_\_ for a term of \_\_\_\_\_ commencing on \_\_\_\_\_ 20\_\_\_\_\_, lease date \_\_\_\_\_ 20\_\_\_\_\_. The monthly rental amount shall be \$\_\_\_\_\_.
- Boyd/Wilson and applicant(s) acknowledge that applicant has paid herewith a non-refundable processing fee of \$\_\_\_\_\_. PAID? \_\_\_\_\_.
- I hereby pay \$\_\_\_\_\_ as earnest money to be refunded to me if this application is not approved. (The \$\_\_\_\_\_ application fee will be retained to cover costs.) Upon approval of this application, the holding fee shall be applied to the first month's rent. When so approved I agree to execute the lease before possession is given and to pay the full security deposit within 10 business banking days after being approved or all holding fees received will be forfeited as liquidated damages in payment for the agent's time and effort in processing my inquiry and application, including making necessary investigation of my credit, character, and reputation. If this application is not approved by the owner or agent, the holding fee will be refunded, the applicant here by waving any claim for damages by reason of non-acceptance.
- Applicant warrants that the facts and representations herein are true and correct, that only the person(s) listed herein will reside in the said apartment, and Applicant agrees that any misstatement of fact or breach of this warranty shall constitute sufficient cause for Owner to cancel any lease for, or secure immediate possession of, any apartment leased pursuant hereto.

Applicant \_\_\_\_\_ Co-Applicant \_\_\_\_\_

Date of Birth \_\_\_\_\_ Soc Sec# \_\_\_\_\_ Date of Birth \_\_\_\_\_ Soc Sec# \_\_\_\_\_

Drivers License # \_\_\_\_\_ Drivers License # \_\_\_\_\_

Occupant(s) (under age of 18) \_\_\_\_\_ Occupant(s) (under age of 18) \_\_\_\_\_

\_\_\_\_\_  
Name Birthdate Name Birthdate

\_\_\_\_\_  
Name Birthdate Name Birthdate

## APPLICATION TO LEASE APARTMENT - continued

Present Residence \_\_\_\_\_

# years \_\_\_\_\_ Monthly Rent/Payment \$ \_\_\_\_\_ Own \_\_\_\_\_ Rent \_\_\_\_\_

Present Phone \_\_\_\_\_ Present Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Email Address \_\_\_\_\_

Present Landlord/Mortgage Co. \_\_\_\_\_

Previous Address \_\_\_\_\_ Previous Landlord/Mortgage Co. \_\_\_\_\_

# Years \_\_\_\_\_ Monthly Rent/Payment \$ \_\_\_\_\_ Own \_\_\_\_\_ Rent \_\_\_\_\_ Previous Landlord/Mortgage Phone \_\_\_\_\_

Present Occupation \_\_\_\_\_ Co-Applicant Occupation \_\_\_\_\_

Employer \_\_\_\_\_ Employer \_\_\_\_\_

Employer Address \_\_\_\_\_ Employer Address \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_ \_\_\_\_\_ Phone \_\_\_\_\_

Income \$ \_\_\_\_\_ wk/mo/yr (circle) # Yrs \_\_\_\_\_ Income \$ \_\_\_\_\_ wk/mo/yr (circle) # Yrs \_\_\_\_\_

Previous Employer \_\_\_\_\_ # Yrs \_\_\_\_\_ Previous Employer \_\_\_\_\_ # Yrs \_\_\_\_\_

Other Income \$ \_\_\_\_\_ Source \_\_\_\_\_ Other Income \$ \_\_\_\_\_ Source \_\_\_\_\_

Pets No \_\_\_\_\_ Yes \_\_\_\_\_ Describe \_\_\_\_\_

Do you or any occupants smoke? No \_\_\_\_\_ Yes \_\_\_\_\_

Emergency Contact 1 (Relationship)	Address	Phone
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Emergency Contact 2 (different from above) (Relationship)	Address	Phone
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Vehicle Year	Make	Model	Color	Plate #
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Vehicle Year	Make	Model	Color	Plate #
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In order to qualify as a resident, each applicant must meet our corporate standards in the areas of favorable landlord references, current employment and favorable employment history, good credit rating as reported on a standard credit bureau report, and a minimum income requirement verified through current pay stubs. Please ask if you have any questions regarding these qualifications. We would be happy to answer any questions or concerns you may have.

I/We hereby authorize the release and verification of any and all employment/salary information, consumer credit histories, criminal and civil histories, personal references, and any previous rental or mortgage histories for the purpose of establishing a rental credit report.

Has Applicant, Co-Applicant, or any Occupant listed herein ever:

Filed for bankruptcy? \_\_\_\_\_

Been evicted from tenancy? \_\_\_\_\_

Been sued for non-payment of rent? \_\_\_\_\_

Been sued for damages to a rental property? \_\_\_\_\_

Been convicted of a felony or misdemeanor? \_\_\_\_\_

**PLEASE SIGN**

\_\_\_\_\_

\_\_\_\_\_