



Thank you for applying with **Germantown Mill Lofts**! Please note, this application is for pre-approval purposes only. The acceptance and/or approval of this application is contingent upon the availability of the unit type for your desired move-in date. Please, contact 502.637.5638 with any questions or for assistance with completing the application.

Your application will be processed using the following screening criteria:

- Fair Housing and Equal Opportunity requirements will be adhered to.
- Applicants must demonstrate the ability to pay rent on time and monthly gross income must be equal or greater than three times the monthly rent amount.
- Valid picture I.D. must be submitted by all adult household members with this application. A credit report will be obtained and must show no delinquent balance due to previous or present landlords and utility companies.
- A criminal background check will be required prior to move-in. Applicants will be rejected if there is any history of drug related crimes, violent crimes resulting in a felony charge, or any other history of criminal activity within the past 5 years.
- Comments will be obtained from present and/or prior landlord(s) for the past three years.
- The application will be denied if the applicant is under the age of 21 and is without an adult co-signer.
- The application will be denied if the applicant's household size is not appropriate for the size of units available.

Please, remit this completed form to the GML leasing office along with the following required items:

- \$50 Application Fee per Applicant (must be in the form of Cashier's Check or Money Order)
- \$150 Non-Refundable Administrative Fee + \$400 Refundable Deposit Fee (both payments must be in the form of Cashier's Check or Money Order)
- Copy of Photo I.D./Driver's License for all applicants and household members over 18 years
- Copy of most recent paycheck stub for all employed household members, or a copy of most recent bank statement.

(Falsifying any information on this application is grounds for automatic rejection. Applications are kept on file for 90 days after receipt after which time, we may require updated information. If you have any questions, please contact our office.)



APPLICATION FOR RESIDENCY

PERSONAL INFORMATION

Applicant's Full Name _____ Date of Birth _____

Sex: M F Marital Status _____ Phone _____ Cell Phone _____

Social Security no. _____ Driver's license no. _____ State _____

Co-applicant's Full Name _____ Date of Birth _____

Sex: M F Marital Status _____ Phone _____ Cell Phone _____

Social Security no. _____ Driver's license no. _____ State _____

E - MAIL _____ address(es): _____

Pets? (if any, please describe, max 30 lbs): _____

Additional Household Members? (please, list): _____

Apt. Size/Type Desired (please, check one or more that you would like to apply for):

- STUDIO, 540-597 sqft, \$627-\$697/Month
- 1 BEDROOM, 685-1,180 sqft, \$824-\$1,467/Month
- 2 BEDROOM, 926-2,376 sqft, starting at \$1,004-\$2,792/Month

Desired Move-in date*: _____ Selected Unit Address*: _____

**(PLEASE NOTE: APARTMENT AVAILABILITY VARIES BASED ON DESIRED MOVE-IN DATE)*

RESIDENCE HISTORY

Present address _____

Community name, landlord or mortgage holder _____
Phone _____

Monthly Pymt \$ _____ length of residence (yrs/months) _____ / _____ Lease expires _____

Reason for moving _____

Have you ever had an eviction filed against you? Y N Have you ever broken a rental agreement? Y N
If Y to either question, please describe?

EMPLOYMENT INFORMATION

Applicant's present employer _____ Address _____
_____ Position _____
Since _____
Work Phone _____ Contact _____ Gross monthly income
\$ _____

Co-Applicant's present employer _____ Address _____
_____ Position _____
Since _____
Work Phone _____ Contact _____ Gross monthly income
\$ _____

RENTER'S INSURANCE

LESSOR DOES NOT MAINTAIN INSURANCE TO COVER YOUR PERSONAL PROPERTY OR PERSONAL INJURY. LESSOR WILL REQUIRE YOU TO GET YOUR OWN RENTER'S INSURANCE FOR LOSSES TO YOUR PERSONAL PROPERTY OR PERSONAL INJURY DUE TO THEFT, FIRE, WATER DAMAGE, AND THE LIKE.

PLEASE CHECK THE APPROPRIATE BOX BELOW:

RENTER'S INSURANCE ALREADY ACQUIRED YES NO

APPLICANT'S CONSENT

Have you (or any co-resident) ever been convicted of a crime? Y N
If yes, explain

Authorization:

I hereby authorize the Sheriff's Department or other independent services or local law enforcement agencies to furnish the Community Owner with any information such agencies may have concerning me. I do hereby release the Community Owner, Sheriff's Department and other such agencies from all liability for any damage whatsoever incurred in furnishing, obtaining and using such information. I further authorize the Community Owner to obtain a credit history, employment report and current or former landlord report concerning me, and hereby release the Community Owner, Employer, Landlord and the credit-reporting agency from all liability for any damage whatsoever incurred in furnishing, obtaining and using such information. Applicant and Co-Applicant each represent that all the above statements are true and hereby authorize verification of above information, references and credit records. Applicant and Co-Applicant each acknowledge that false information herein may constitute grounds for rejection of this application, terminating the right of occupancy, and forfeiture of deposits and may constitute a criminal offense under the laws of this State.

Applicant's Signature: _____
Date: _____

Co-Applicant's Signature: _____
Date: _____

DEPOSIT AGREEMENT

I hereby deposit the following with Community Owner as a good faith deposit in connection with this application for residency:

	Required Amount	Amount Paid	Date Paid
Application Fee	\$ _____		\$ _____

Premises Security Deposit \$ _____ \$ _____

Administrative Fee \$ _____ \$ _____

If my application is accepted and a lease and all other rental documents have been signed by all parties, I understand security deposit (Premises) will become my refundable security deposit upon meeting the terms of the Lease and Community Rules and Regulations. If for any reason, Community Owner decides to decline my application, then Community Owner will refund the Premises Security Deposit & Admin Fee to me in full. If Community Owner accepts the application but is unable to allow me to occupy the premises on the date agreed because of a delay caused by construction or holding over of a prior resident, then I agree that my sole remedy shall be the return and refund of the deposits. I hereby waive my right to damages against the Community Owner or management due to failure of Community Owner or management to provide the premises for occupying. If I fail to occupy the premises on the agreed upon date, except for delay caused by construction or holding over of a prior resident, I understand that Community Owner shall assess as liquidated damages the security deposit and fees paid to Community Owner through the date of proposed occupancy, including non-refundable application fee, and Premises Security Deposit, and such amounts shall be considered liquidated damages and not a penalty to reimburse Community Owner for re-rental costs and expenses incurred due to any cancellation in view of the fact that the parties agree that such costs are difficult to ascertain. It is understood that I shall have 72 hours from the date of submitting this application for residency in which to cancel this rental application and receive a return of the admin and deposit fees. Any cancellation after 72 hours after submission of this application by the Applicant or Co-Applicant shall incur the liquidated damages noted above unless Community Owner should decline my application. I further understand that all original forms must be returned to Community Owner and verifications must be completed prior to the move-in date.

Applicant's Signature: _____

Date: _____

Co-Applicant's Signature: _____

Date: _____