



9100 South Burley Apartments

9100 South Burley • Chicago, Illinois 60617 • Phone 773-734-2884 • Fax: 773-734-2885

APPLICATION FOR LEASE

Please Print and use an ink pen.

Date \_\_\_\_\_

This is a legal document which imposes legal obligations on you and may under some circumstances cause forfeiture of your earnest money. Please read carefully before signing. All persons who will be occupying the apartment must be named as an occupant and all persons over 18 must complete an application and pay an application fee. There is a \$50.00 processing fee.

Name of Applicant (1) \_\_\_\_\_ Home Phone (\_\_\_\_) \_\_\_\_\_

Work Phone (\_\_\_\_) \_\_\_\_\_

Name of Applicant (2) \_\_\_\_\_ Home Phone (\_\_\_\_) \_\_\_\_\_

Work Phone (\_\_\_\_) \_\_\_\_\_

Other occupying Apartment:

Full Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How Did You Hear About Us? Please Check One!

Tribune  Sun Times  Reader  Word of Mouth  Building Sign  Internet  Other \_\_\_\_\_

Your Present Home Address \_\_\_\_\_ Apt# \_\_\_\_\_

How Long at Residence \_\_\_\_\_ Rent Per Month \$ \_\_\_\_\_ (Lease Expiration Date) \_\_\_\_\_ # of Units Desired \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Presently Sharing Apartment With \_\_\_\_\_

Present Owner/Agent \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Contact \_\_\_\_\_ Email \_\_\_\_\_

Reason for Moving from Last Address \_\_\_\_\_

Automobile(s) Make \_\_\_\_\_ Model \_\_\_\_\_

APPLICANT (1) \_\_\_\_\_ APPLICANT (2) \_\_\_\_\_

Have You Ever Been Convicted Of A Felony? Yes \_\_\_ No \_\_\_

Social Security Number \_\_\_\_\_

Date of Birth \_\_\_\_\_

Driver's License Number \_\_\_\_\_

Present Employment \_\_\_\_\_ Since \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Department Head \_\_\_\_\_

Job Title \_\_\_\_\_

Annual Income from Employer.....\$ \_\_\_\_\_

Other Income Sources.....\$ \_\_\_\_\_

Total Income from All Sources.....\$ \_\_\_\_\_

APPLICANT (1) REFERENCES

Personal Reference \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

APPLICANT (2) REFERENCES

Personal Reference \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



**READ CAREFULLY**

**AUTHORIZATION TO CHECK CREDIT & CRIMINAL BACK GROUND**

In connection with your apartment application, a consumer or credit reporting agency may be asked to make an investigative consumer or credit report on you. I (we) understand and hereby authorize agent/owner and any consumer or credit reporting agency or bureau employed by it to investigate my (our) character, general reputation, mode of living, credit and financial responsibility and the statements made on the Application and to inquire and check with the persons and references named thereon and also authorize(s) such credit or consumer reporting agency or bureau to make available to 9100 South Burley Apartments, Inc., a consumer or credit report in connection therewith.

In addition, I (we) understand that a comprehensive application process including credit and criminal background check will be conducted on all household members over the age of 18. In addition, current and past landlord/employment verifications are utilized to ensure eligibility of applicants.

- 1. Has any member of your household been evicted for drug related criminal activity?  Yes  No
- 2. Is any member of the household a current drug User?  Yes  No
- 3. Is any member of the household a sex offender with a life time registration requirement?  Yes  No
- 4. Are any members of the household alcohol abusers whose behavior could interfere with others' health, safety and right to peaceful enjoyment  Yes  No

**AGREEMENT**

- 1) The application fee, which covers the administrative cost of processing your application (including the credit & criminal background check), is not refundable in any circumstances.
- 2) Applicant(s) warrants that all matters set forth in the application are true and complete. If they are found not to be, your application will not be accepted. In addition, if applicants are approved and move into a unit based on false statements in this or any documents, residency and lease document will be subject to termination.
- 3) If your application is not accepted, the earnest money deposit will be refunded to you within 30 days from the date the application was denied.
- 4) If your application is accepted (via notification by mail, phone or fax), and you fail to execute the property's standard lease form within 7 days of acceptance, the apartment unit may be put back on the market and you will forfeit your earnest money deposit.
- 5) If you execute the standard lease form and fail to take occupancy of the apartment, you will forfeit your earnest money deposit and be held to the terms of the lease until the apartment is released to another qualified applicant approved by our office.
- 6) If your application is accepted, and you take occupancy of the apartment, your earnest money deposit will be applied to your first months rent.

I/We have read and understand the above and agree to the terms:

Applicant(s) Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant(s) Signature \_\_\_\_\_ Date \_\_\_\_\_

Interpreter's Signature \_\_\_\_\_ Date \_\_\_\_\_

Additional Remarks / Special Requirements \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FOR OFFICE USE ONLY**

Building No. \_\_\_\_\_ Unit No. \_\_\_\_\_

Building Address \_\_\_\_\_ Monthly rental \$ \_\_\_\_\_

Apt. Security Deposit \$ \_\_\_\_\_ Key Deposit \$ \_\_\_\_\_ Parking Deposit \$ \_\_\_\_\_

Lease Term From \_\_\_\_\_, 20\_\_\_\_ Parking per month \$ \_\_\_\_\_

HVAC Unit \_\_\_\_\_ Stove \_\_\_\_\_ Refrigerator \_\_\_\_\_ Laundry Card \_\_\_\_\_ Parking Key \_\_\_\_\_

Other \_\_\_\_\_

