



Casa Kirk Apartments

3248 East 92nd Street • 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.

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) _____

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___ Have You Ever Been Convicted Of A Felony? Yes___ No___

Social Security Number _____ Social Security Number _____

Date of Birth _____ Date of Birth _____

Driver's License Number _____ Driver's License Number _____

Present Employment _____ Since _____ Present Employment _____ Since _____

Address _____ Address _____

City _____ State _____ Zip _____ City _____ State _____ Zip _____

Phone _____ Department Head _____ Phone _____ Department Head _____

Job Title _____ Job Title _____

Annual Income from Employer.....\$ _____ Annual Income from Employer.....\$ _____

Other Income Sources.....\$ _____ Other Income Sources\$ _____

Total Income from All 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 Casa Kirk 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 _____

