

APPLICATION INSTRUCTIONS

Completed Application with All Signatures

All tenants age 18 and older must submit an application.

Income Verification

Last two paycheck stubs with year to date information. Ask a leasing assistant if you are unsure if you will need this. **We must verify a source of income.**

Driver's License Copy

We must have a copy of your driver's license or state non-driver ID or any government issued photo ID.

Pet Evaluation (If Applicable)

A veterinarian's certificate stating the breed and weight of the dog or the expected full grown weight for a young dog must be submitted. A non-refundable pet fee of \$250-\$500 per pet will be assessed and split into five payments. The first \$100 is due with your initial rent.

Application Fee of \$40 per Applicant

No personal checks! (Each person must fill out their own application)

Deposit

The deposit for your unit is due within 48 hours of approval of this application. (During peak leasing seasons)

Money Order only! – No exceptions.

CORPORATE LAKE PROPERTIES

Timber Ridge ~ Swan Lake ~ Brandon Woods Place ~ The Hill ~ Lake View ~ Bethel Duplexes ~ Parkview

4804 John Garry Drive

Columbia MO 65203

573-442-6478-Office 573-442-9400-Fax

www.corporatelake.com

info@corporatelake.com

Preferred Property: _____ Move in Date: _____

Were you referred by a current resident? : _____

Rental Application

Neatly complete all information below. **All applicants over the age of 18 must complete and sign their own application.*

Applicant's full name: _____ Email Address: _____

Phone# _____ D.O.B. ____/____/____ Social Security# _____ - _____ - _____

Current Address _____ City/State/Zip _____

Current Landlords Name _____ Landlords Phone # _____

How long at this address _____ Reason for leaving _____

Previous address _____ City/State/Zip _____

Previous Landlords Name _____ Landlords Phone # _____

How long at this address _____ Reason for leaving _____

Present Employer _____ Position _____ Monthly Income\$ _____

Employers Address _____ City/State _____

Phone# _____ How long at this job _____ Other Income/Source _____

Number and type of pets _____ Breed(s) _____ Weight _____

If any of the below items are marked yes, details will need to be provided.

Have you ever been party to an unlawful detainer action (eviction)? []Yes []No

Have you ever been arrested for a felony or misdemeanor other than a traffic violation? []Yes []No

Have you ever been arrested for the illegal manufacture or distribution of a controlled substance? []Yes []No

Total Number of children living with you under the age of 18 _____

Names and relations of all other applicants _____

I CERTIFY that answers given herein are true and correct to the best of my knowledge. I authorize investigation of all statements contained in this application for tenant screening as may be necessary in arriving at a tenant decision. I understand that the landlord may terminate any rental agreement entered into for any misrepresentation made above.

Applicant _____ Date _____

