



Residential Standards

- ❖ All applicants must be 18 years of age or older
- ❖ All applicants are subject to a criminal background check and must give permission for a credit check. US Citizens must provide a social security number
- ❖ We prefer that each applicant have at least 2 creditors indicating good credit
- ❖ Bankruptcy must be at least 1 year old and a copy of the discharge to debtors is required
- ❖ No felony background. No drug offenses within the last 2 years. Applicants currently on probation would result in a denied application
- ❖ Have a gross income of at least 2 times the monthly rent
- ❖ No prior evictions or skips.
- ❖ If applicant does not meet the financial qualifying standards, a guarantor would be acceptable. (Guarantors are liable for the lease but are not considered an occupant of the townhome)
- ❖ If you are not a US citizen, you must provide a Visa, Passport or other legal documentation
- ❖ No recreational vehicles, boats or trailers



**APPLICATION FOR RESIDENCY
CROSS CREEK VILLAS**

Full Name: _____ Move-In Date:

E-mail Address: _____ Cell # :

Social Security #: _____ Driver's License # & State:

Date of Birth: _____ Townhome Size Requested: 3 BR / 4 BR

School Attending: _____
Freshman/Sophomore/Junior/Senior/Graduate/NA (circle)

Current Address (where you live now):

City/State/Zip _____ Landlord:

Landlord phone #: _____ Date Moved- In:

Former Address: _____ City/State/Zip:

Prior Landlord: _____ Prior Landlord Phone #:

HAVE YOU EVER BEEN EVICTED: ____YES ____NO

Employer: _____ Position:

Monthly Income: _____ How Long:

Supervisor: _____ Phone #:

Additional Source of Income: _____ Amount:

Contact Name: _____ Phone #: _____

Emergency or Guardian Contact:

Name: _____ Phone #: _____

Address: _____ Relationship: _____

Criminal History:

1. Have you ever been convicted of or pleaded guilty or `no contest_ to a felony (whether convicted or not)? _____ Yes _____ No
2. Have you ever been convicted of or plead guilty or `no contest_ to a misdemeanor involving sexual misconduct (whether or not resulting in a conviction)? _____ Yes _____ No

APPLICATION CONTINUED:

Application Fee:

In order to process your application and prepare your lease documents, you must pay the following fees at the time you submit this application:

Non-refundable Application Fee \$ _____

Deposit & Other Fees:

Your deposit(s) must be paid IN FULL before you will be given keys and allowed to move into your townhome.

Deposit \$ _____ (if not paid- date to be paid: _____)

Pet Deposit \$ _____; Non-Refundable Pet Fee \$ _____

By signing the lease agreement, you are legally bound to the lease. If we reject your application, your lease will be void and you will be refunded your deposit. The deposit must be paid in order to move-in!

I have read and understand the application process, requirements and policies. I certify that all the information that I have provided is true and correct. My signature on this application serves as permission for @ Home Rentals to obtain my rental and credit history, to obtain criminal record information, to verify my income and authorize you to verify all my responses. We also agree and understand that the owner and its agents may obtain additional consumer reports and criminal records on me in the future to update or review my account.

Applicant Signature

Date

ROOMMATES:

1. _____

2. _____

3. _____

PREFERENCES:

You are NOT guaranteed to get your preferences. We will try to accommodate but cannot guarantee it!

PETS: (circle one) CAT DOG # of Pets _____

For Office Use ONLY:

SPECIAL(S): _____

REP TAKING APP: _____ REP WHO SHOWED: _____

GUARANTY OF LEASE

In order to permit Cross Creek Villas to enter into a Residential Lease Agreement with _____, we grant permission to check our credit rating to determine my suitability, as we are guarantors of the above names lease. I

hereby guarantee prompt payment of all sums due from Resident to Landlord by virtue of and the full performance by Resident of all conditions and covenants contained in said lease agreement or any renewal or extension thereof. I understand that this is a bonding agreement between Cross Creek Villas and myself.

It shall not be necessary for Landlord, in order to proceed against us in this Guaranty, to first institute suit or to pursue or exhaust it's Remedies against Resident, but rather, we agree that Landlord may proceed directly against us, and further that Landlord may release Tenant or any other party liable under the Lease from any liability or obligation under the Lease without our consent and without affecting our liability hereunder. We hereby agree that the Lease may be modified or amended, the time for the payment of any rent or any other charge due Landlord thereunder extended, and that the Landlord may grant any other accommodation to the Tenant all without the requirement of consent or agreement from us and without affecting our liability as Guarantors hereunder. We further agree that we will pay all costs and expenses incurred by Landlord in enforcing this Guaranty, including, but not limited to, court costs and reasonable attorneys' fees.

GUARANTOR'S PRINTED NAME: _____

DATE OF BIRTH: _____ SS#: _____

ADDRESS: _____ CITY: _____

STATE: _____ ZIP: _____

TELEPHONE NUMBER: (____) _____

MONTHLY INCOME: \$ _____

PRESENT EMPLOYER: _____

WORK NUMBER: (____) _____

If self employed, your bank and phone number. If retired, pension and Social Security Information.

Guarantor's Signature: _____ Date: _____

(Sign with Notary Present)

THIS FORM MUST BE NOTARIZED

STATE OF _____ (SS. COUNTY OF _____)

Subscribed and sworn before me this _____ day of _____, 20____

(SEAL)

Notary Public

GUARANTY OF TENANT'S OBLIGATIONS

The undersigned, _____ and _____, husband and wife, ("Guarantors"), in consideration for the payment of \$1 and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, hereby jointly, severally, irrevocably, and unconditionally guarantee full and prompt performance of each and every obligation of Tenant under the above Lease between Tenant and Cross Creek Properties LLC, as Landlord (the "Landlord"), including, but not limited to, Tenant's obligation to pay the rent and all other charges and amounts due and payable to the Landlord under the Lease. The undersigned hereby agree that the Lease may be modified or amended, the time for the payment of any rent or any other charge due Landlord thereunder extended, and that the Landlord may grant any other accommodation to the Tenant, all without the consent or agreement of the undersigned and without affecting their liability as Guarantors hereunder. The undersigned agree that the Landlord may proceed directly against the undersigned Guarantors, or either of them, under this Guaranty without the necessity of first proceeding against the Tenant or any other party and that Landlord may release Tenant or any other party liable under the Lease from any liability or obligation under the Lease without their consent and without affecting their liability hereunder. Guarantors agree to pay all costs and expenses

incurred by Landlord in enforcing this Guaranty, including, but not limited to, court costs and reasonable attorney's fees.

Guarantor Signature

Date

Guarantor Signature

Date

REQUEST FOR RENTAL VERIFICATION

To (Property): _____

Fax #: _____

The applicant below has applied for residency at Cross Creek Villas. As part of our application process, we require verification of residency at your community prior to occupancy of the apartment.

Resident: _____

Address/Apartment #: _____

I authorize you to release all residency information required by Cross Creek Villas.

Applicant's Signature: _____

Lease Start Date: _____ Lease End Date: _____

of Late Rent Payments: _____ NSF's: _____

Rent Amount: _____

Has Resident Given Proper Notice? _____

Would you re-rent? _____

Additional Comments: _____

Information Given By: _____

Position: _____

PLEASE RETURN FAX TO 573.441.8844

TELEPHONE # 573.441.8800

Thank you for your help!



4912 Alpine Ridge * Columbia * MO * 65202 * 573.441.8800

Employment Verification Request

The person below has applied for housing with At Home Rentals of Columbia, the management company for Cross Creek Villas, and has given your name as an employment reference. Your cooperation in completing the following questionnaire would be greatly appreciated.

After completing this form, please fax it to **573.441.8844**.

The undersigned hereby grants permission for At Home Rentals LLC, or it's agents to verify my employment.

Applicant: _____ Date: _____

Signature

Applicants Name: _____
Print

The following section is for the employer to fill out ONLY! Please answer the following questions.

Date employed: _____ to _____

Income: _____ per week month year (circle one)

Has this employee given or been given any notice to terminate present employment? NO YES

Form completed by: _____ Title:

Company name: _____ Date:

Thank you for your cooperation in completing this form in a timely manner.