

APPLICATION SCREENING DISCLOSURE

Thank you for considering application to one of our quality rental units. Please read below to learn about our application screening process and what you can expect. If you have any questions, don't hesitate to contact us at (773) 704-4768.

Application Process:

- We offer application forms to everyone who inquires about the rental.
- We review applications in the order they are received by us.
- We may require up to 5 business days to verify information on the application; however, most applications are processed in 2-3 days.
- If we are unable to verify information on the application, the application may be denied.

SCREENING GUIDELINES -

Complete Application:

- Unless joint applicants are married, each must submit a separate application.
- Incomplete applications will not be reviewed.
- We will accept the first qualified applicant(s).

Identification:

- Applicants must submit valid identification, must include photograph.
 - Government ID is preferred (drivers license)

Prior Rental History:

- Rental history of 2 years (if applicable) must be verifiable from unbiased/unrelated sources.
- Applicant must provide us with information necessary to contact past landlords. We reserve the right to deny any application if, after making good faith effort, we are unable to verify prior rental history.

Sufficient Income/Resources:

- Net household income shall be at least 3 times the rent (excluding utilities).
- Income/resources must be verifiable through pay stubs, employer contact, current tax records, and/or bank statements.

Credit/Criminal/Public Records Check:

- Negative reports may result in denial of application.
- Any individual who is a current illegal substance abuser, or has been convicted of the illegal manufacture or distribution of a controlled substance, or of a felony may be denied of tenancy.

Screening Process:

- We determine, based on the application, whether the applicant meets our screening guidelines.
- We verify income and resources.
- We check with current and previous landlords.
- We obtain a credit report, criminal records report, and public records report.

You can fax or hand deliver your application to us at:

- Fax: (773) 303-8838
- Mail: Accomplished Realty Group, LLC., 980 N. Michigan, Ste 1466, Chicago, IL 60611
- Or for hand delivery, please call us at (773) 704-4768 to set up an appointment

APPLICATION FOR RENT

This is a rental application **only** and does not constitute acceptance of the applicant as a tenant, nor a rental agreement or tenancy relationship between the parties. **A separate rental application is to be completed by each unmarried adult.** Inaccurate or falsified information will be grounds for denial of the application or eviction from the premises. Applicants **may** be deemed ineligible if rent exceeds thirty-three percent (33%) of monthly gross income.

Property Address _____ **REQUESTED MOVE IN DATE** _____

1. APPLICANT NAME (last) _____ (first) _____ (middle) _____
 DATE OF BIRTH _____ SOCIAL SECURITY # _____
 TELEPHONE # _____ DRIVERS LICENSE # _____ STATE _____
 EMPLOYED BY FIRM _____ TELEPHONE _____
 EMPLOYER ADDRESS _____ SUPERVISOR _____
 HOW LONG - years _____ months _____ POSITION _____
 MONTHLY GROSS PAY \$ _____ OTHER INCOME (describe) \$ _____

2. SPOUSE NAME (last) _____ (first) _____ (middle) _____
 DATE OF BIRTH _____ SOCIAL SECURITY # _____
 TELEPHONE # _____ DRIVERS LICENSE # _____ STATE _____
 EMPLOYED BY FIRM _____ TELEPHONE _____
 EMPLOYER ADDRESS _____ SUPERVISOR _____
 HOW LONG - years _____ months _____ POSITION _____
 MONTHLY GROSS PAY \$ _____ OTHER INCOME (describe) \$ _____

A. PRESENT ADDRESS _____ CITY _____ STATE _____ ZIP _____
 HOW LONG years _____ months _____ MONTHLY PAYMENT _____
 LANDLORD _____ TELEPHONE _____

B. PREVIOUS ADDRESS _____ CITY _____ STATE _____ ZIP _____
 HOW LONG years _____ months _____ MONTHLY PAYMENT _____
 LANDLORD _____ TELEPHONE _____

PREVIOUS ADDRESS _____ CITY _____ STATE _____ ZIP _____
 HOW LONG years _____ months _____ MONTHLY PAYMENT _____
 LANDLORD _____ TELEPHONE _____

USE BACK IF NECESSARY FOR ADDITIONAL LANDLORDS

C. CREDIT REFERENCES: (Local, if possible)

Bank/Branch _____
 Checking Acct # _____ Savings Acct # _____ Loan # _____
 Firm _____ open closed Account # _____
 Firm _____ open closed Account # _____

D. PERSONAL REFERENCE: (Local, if possible)

Name _____ Telephone _____ Address _____ City/State/Zip _____

E. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

Name _____ Telephone _____ Address _____ City/State/Zip _____

F. AUTO(S) TO OCCUPY OFF-STREET PARKING SPACE OR GARAGE:

Year _____ Make _____ License # _____ State _____
Year _____ Make _____ License # _____ State _____
Year _____ Make _____ License # _____ State _____

G. FULL NAMES OF PERSONS TO OCCUPY DWELLING: (NOTE: Occupancy is limited to individuals listed.)

Why are you leaving your current residence? _____
How did you find out about our rental? newspaper drive-by word of mouth other _____
Have you given legal notice where you now live? yes no
Do you intend to have house pets at this residence? yes no If yes, what kind & how many of each _____
Do you smoke? yes no If yes, please initial below stating that you understand there is no smoking within 15 feet from apartment building.

Do you intend to use a water bed at this residence? yes no Name of Renter's Insurance _____
Have you been evicted in the last 5 years? yes no
Name of landlord and circumstances _____
Have you ever filed a petition in bankruptcy? Yes No If so, why? _____
Have you ever been convicted of a felony or misdemeanor? Yes No
If so, why? _____

AUTHORITY FOR RELEASE OF INFORMATION

This release will constitute my/our consent and authority to examine statements and information regarding my/our background. I/We authorize you to contact my/our present and previous landlords, law enforcement agencies, credit agencies, and other references listed above. I/We hereby authorize the release of any and all data or records to Accomplished Realty Group, LLC. This authorization is given in connection with a financial, criminal and previous rental history investigation being conducted relative to my/our application for credit dealing with rental property. I/We acknowledge that my/our application fee will not be refunded if the Landlord does not accept this application.

I/We understand that I/we acquire no rights in a rental unit until I/we sign a Rental Agreement on the rental unit (noted above) to be held in accordance with the Rental Agreement.

I/We declare the foregoing to be true under penalty of perjury. I/We agree that the Landlord may terminate any agreement entered into in reliance on any misstatement made above.

I/We understand that my/our rent will commence upon the date of approval of my/our rental application and the availability of the dwelling, whichever occurs later.

I/We acknowledge that I/we've been provided with a Notice of Reasonable Accommodation.

Signature of Applicant

Date

Signature of Co-Applicant

Date

Accomplished Realty Group, LLC.

980 N. Michigan, Ste. 1466
Chicago, IL 60611
Phone: (773) 704-4768
Fax: (773) 303-8838
www.accomplishedrealty.net