



Phone: 970.308.2729

Fax: 970.377.9661

email: info@brooklynparkrowhouses.com

web site: brooklynparkrowhouses.com

THANK YOU for choosing Brooklyn Park Rowhouses for your housing needs. Our policy is to offer housing for lease to the general public without regard to race, color, national origin, sex, familial status, marital status, creed, ancestry, sexual orientation or disability. All employees of Brooklyn Park Rowhouses agree to full compliance with Fair Housing Standards.

<p style="text-align: center;">APPLICATION FEE</p> <ul style="list-style-type: none"> ➤ \$ <u>40</u> non-refundable app fee per applicant ➤ All residents over 18 years of age must submit a separate application ➤ Fill in all blanks (front & back) ➤ Include all names & phone numbers of contacts ➤ Verifiable background information is crucial to determine the status of your application ➤ SIGN & DATE application ➤ Indicate your move-in date <p>All units are leased on a FIRST COME FIRST SERVED BASIS</p>	<p style="text-align: center;">SECURITY DEPOSIT</p> <ul style="list-style-type: none"> ➤ Security Deposit = one month's rent ➤ Half of security deposit (paid as earnest money) must be submitted with the application before property is removed from the market ➤ Pay with a personal check or money order. WE DO NOT ACCEPT CASH PAYMENTS ➤ If applicant is approved, with or without a co-signer or double deposit, but does not enter into a lease agreement as notified: <ul style="list-style-type: none"> • The property will be put back on the market • The earnest money will be forfeited. ➤ Balance of deposit & rent due prior to move-in.
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QUALIFYING CRITERIA

The decision to accept an application will require a combination of positive employment, housing references, an acceptable tenant qualifier score on the credit report & verifiable current monthly income

We reserve the right to deny any applicant who does not meet minimum qualification standards. **Applicants with less than optimal scores will be required to have a co-signer for the lease or a double deposit.** If a co-signer is required, that person will need to submit a signed, notarized Lease Guarantor Form. The form must be included with the resident's lease prior to move-in or a double deposit will be required.

Applicant must have no conviction of a felony in the past seven years. Felony as illegal drug activity or gang involvement, any violent acts against another person, arson, criminal trespass, stalking, burglary or vandalism. Anyone **EVER** convicted of child abuse, child molestation or child neglect is denied.

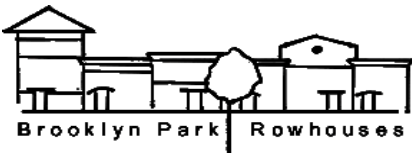
The following policy concerning maximum occupancy of dwellings is based on the health & safety needs of our residents. Fort Collins City Code Section 29-1 will allow no more than three unrelated adults in any one dwelling.

<p style="text-align: center;">HOUSING REFERENCES</p> <p>MUST HAVE:</p> <ul style="list-style-type: none"> ➤ Timely rental/mortgage payments ➤ No incidence of abuse of any prior rental ➤ No repeated incidence of creating noise or any other disturbances ➤ No breach of any previous rental contract ➤ No balance due on previous residential account <p>Current & former landlords will be contacted to supply reference info</p>	<p style="text-align: center;">EMPLOYMENT VERIFICATION</p> <ul style="list-style-type: none"> ➤ Current employers will be contacted to verify employment & income ➤ Self-employed persons must provide tax returns to document income <p style="text-align: center;">RENTERS INSURANCE</p> <ul style="list-style-type: none"> ➤ Tenants are required to provide proof of renters insurance with minimum liability coverage of \$300,000. Brooklyn Park Rowhouses is to be named additional insured. 	<p style="text-align: center;">CREDIT CHECK</p> <ul style="list-style-type: none"> ➤ Checked by Factual Data Credit Program ➤ Tenant qualifier score given to each applicant ➤ Credit check scoring system: <ul style="list-style-type: none"> ○ Length of current residence & employment ○ Rent to Income ratio ○ Payment history & FICO score
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PETS

The following pets are not allowed: Akita, Charpei, Chow, Doberman Pinscher, German Sheperd, Pit Bull (Staffordshire Terrier), Rottweiler, St. Bernard, Husky, Malamute, Wolf/Dog hybrids, mixed breeds of any of the above listed dogs and any dog known to have vicious tendencies or known to have bitten anyone. Ferrets & inside rabbits are not permitted. Any reptiles or birds must be caged. For approved pets a non-refundable pet assessment is required as follows: Pets from 1 – 15 pounds = \$75, Pets from 16 – 60 pounds (**Maximum**) = \$150. Monthly pet rent will be assessed at \$ 25/month for the 1st pet and an additional \$ 20/month for additional pets.

THIS IS A "NO SMOKING" APARTMENT COMPLEX



APPLICATION FOR RENTAL PROPERTY

Phone: 970.308.2729
 Fax: 970.377.9661
 email: info@brooklynparkrowhouses.com
 web site: brooklynparkrowhouses.com

OFFICE USE ONLY

Submitted ____/____/____
 Applicant ____1 ____2 ____3
 \$_____ Sec Dep PD \$_____ App fee PD
SIGN LEASE ____/____/____ ____:____am/pm

APPLYING FOR: _____ **MOVE IN DATE:** _____ **RENT:** _____

Name: Last _____ SSN _____
 First _____ Middle _____ D.O.B. _____
 Drivers License# _____ State _____ Email: _____
 Home phone _____ Cell# _____ Work # _____
 How did you find out about this property? Newspaper _____ Internet _____ Sign _____ Other _____

1. Present Address: _____
 City _____ State _____ Zip _____
 Monthly rent \$ _____ Date of occupancy _____ To _____
 Landlord name _____
 Landlord phone _____
 Reason for Leaving _____

2. Previous Address: _____
 City _____ State _____ Zip _____
 Monthly rent \$ _____ Date of occupancy _____ To _____
 Landlord name _____
 Landlord phone _____
 Reason for leaving _____

3. Present Employer: _____
 Human Resources contact: _____ Fax # _____
 Occupation _____
 Date of employment: From _____ To _____
 Monthly gross income \$ _____

4. Previous Employer: _____
 Human Resources contact: _____ Fax # _____
 Occupation _____
 Date of employment: From _____ To _____
 Monthly gross income \$ _____

OFFICE USE ONLY

1. Verified?	Yes	No	_____
Rent?	Yes	No	_____
Dates	Yes	No	_____
Late?	Yes	No	_____
\$ owed?	Yes	No	_____
NSF?	Yes	No	_____
3 day?	Yes	No	_____
Violations?	Yes	No	_____
TOTAL:			_____

2. Verified?	Yes	No	_____
Rent?	Yes	No	_____
Dates	Yes	No	_____
Late?	Yes	No	_____
\$ owed?	Yes	No	_____
NSF?	Yes	No	_____
3 day?	Yes	No	_____
Violations?	Yes	No	_____
TOTAL:			_____

RENT REF TOTAL: _____

3. Source verified? Yes No
 Dates verified? Yes No
 Income verified? Yes No
TWICE RENT? Yes No
CREDIT REPORT SCORE:
 _____/by 350= _____%

CREDIT + LANDLORD: _____/by
 2= _____%

APPROVED: YES NO
WITH: DBL DEP _____ **CO-SIGNER** _____
DENIED: Letter sent ____/____/____

How did you find out about Brooklyn Park?
 Newspaper _____ Internet _____ Sign _____
 Phone Book _____ Word of Mouth _____

List name, age, and relationship of all other persons to be occupying the premises:

Name _____ Age _____ Relationship _____
Name _____ Age _____ Relationship _____
Name _____ Age _____ Relationship _____

List all vehicles to be parked on the premises:

Vehicle Type _____ Year _____ Make / Color _____
License Plate # _____ State _____
Vehicle Type _____ Year _____ Make / Color _____
License Plate # _____ State _____

Pets: Yes / No Describe: # of pets _____ Male _____ Female _____

Dog(s) _____ Cat(s) _____ Breed _____ Weight _____

Due to dog bite statistics from the center of Disease Control and Prevention, and our insurance providers, the following pets are not allowed: Akita, Charpei, Chow, Doberman Pinscher, German Shepherd, Pit Bull (Staffordshire Terrier), Rottweiler, St. Bernard, Husky, Malamute, Wolf/Dog hybrids, mixed breeds of any of the above listed dogs, and any dog known to have vicious tendencies or to have bitten anyone. Ferrets and inside rabbits are not permitted. Any reptiles must be caged.

In case of Emergency, Notify:

Name _____ Relationship _____
Address _____ City, State, Zip _____ Phone # _____

Are you a student? Yes / No

List any other sources of income:

Parental Support	\$ _____	SSI/ Social Security	\$ _____
Financial Aid/Grants	\$ _____	Alimony/ Child Support	\$ _____
Retirement/Pension	\$ _____	Other	\$ _____

Have you ever filed for bankruptcy? _____ Have you ever been evicted? _____

Have you ever been convicted of a crime other than motor vehicle violations? Yes / No

If you have please explain conviction _____

Applicant hereby deposits the amount of \$ _____ for the application fee and \$ _____ as earnest money to be applied to the security deposit. If the applicant is accepted as a resident (with or without a co-signer or double deposit required) and **does not** enter into a lease agreement, then the amount deposited shall be retained as liquidated damages for holding the property off the market. If applicant does enter into a lease agreement then the earnest money shall be applied to the security deposit required under the lease. If applicant is accepted as a resident and enters into a lease agreement, then this document shall become part of the lease. If the applicant is denied, a denial letter of explanation and the earnest money deposited will be returned within 7 days of notice of denial.

I as an applicant represent that the statements above are true and correct and hereby authorize verification of references whereby information is obtained through personal interviews with my landlord, employer, or others with whom I am acquainted. I also understand that a credit report will be obtained from Factual Data. Owner or agent has the right to reject this application per the attached Credit Qualifying Criteria.

Disclosure: Colorado Law requires that the following disclosure be made:

1. Brooklyn Park Rowhouses is the Landlord and is not an agent for the tenant.
2. The Landlord will receive and process the prospective tenants application advising the tenant of the result. If the application is successful Landlord will prepare the lease for signature by both parties. After signature by the tenant and receipt of initial rent and security deposits tenant will be given possession of the property.
3. The tenant shall not be vicariously liable for the acts of the Landlord unless the tenant approves, directs or ratifies such acts.

Applicant _____ Date _____



BROOKLYN PARK ROWHOUSES

Phone: 970.308.2729
Fax: 970.377.9661
email: info@brooklynparkrowhouses.com
web site: brooklynparkrowhouses.com

To: _____ Date: _____

Fax: _____

We have received an application from _____ to rent one of our properties. They listed you as a former or current landlord. Please confirm the address, dates of occupancy and rent amount, then circle the appropriate answers and fax back to Brooklyn Park Rowhouses at your earliest opportunity.

Address _____
Dates of occupancy from _____ to _____
Rent amount per month _____

Were there late rent payments?	yes	no
Is there money owed on the account?	yes	no
Any bad checks?	yes	no
Ever posted for eviction?	yes	no
Any problems?	yes	no

Thank you for your assistance.

Brooklyn Park Rowhouses
Fax back with no cover sheet to 970-377-9661
Telephone 970-308-2729

Applicant Only

I _____ approve the release of the above information.
Printed Name

Signature Applicant



BROOKLYN PARK ROWHOUSES

Phone: 970.308.2729
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email: info@brooklynparkrowhouses.com
web site:brooklynparkrowhouses.com

To:

Date:

Fax:

Attn: Human Resources

We have received an application from _____ to rent one of our properties. They have listed your name as a current employer. We need to confirm some of the information that is provided on the application. Please provide the business name, the dates of employment and the amount of monthly gross income and fax to Brooklyn Park Rowhouses at your earliest opportunity.

APPLICANT IS EMPLOYED HERE YES NO

DATES OF EMPLOYMENT FROM _____ TO Present YES NO

AMOUNT OF MONTHLY GROSS _____ YES NO

Thank you for your assistance.

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Applicant Only

I _____ approve the release of the above information.
Printed Name

Signature Applicant