



www.dewaldproperties.com
 2123 E. Hwy 190, Suite B, Copperas Cove, TX 76522
 (254) 547-2116 / 2117

Application for Residency

(Each applicant must fill out a separate application)

Applicant: Name: _____ SS# _____ - ____ - ____
Last First MI Jr., Sr.
 Maiden Name: _____ DOB ____/____/____ Ph# _____
 Drivers License # _____ DL State _____ Email: _____

Occupants:

Name:	Relationship:	DOB:	SS#

How were you referred: _____ Reason for moving: _____

Present Address: _____
Street Apt # City State Zip Code

Present Landlord/Mortgage Holder: _____ Ph # _____

Length of Residence ____/____ To ____/____ Monthly Rent/Mortgage \$ _____

Previous Address: _____
Street Apt # City State Zip Code

Previous Landlord/Mortgage Holder: _____ Ph # _____

Length of Residence ____/____ To ____/____ Monthly Rent/Mortgage \$ _____

(Please list any additional previous addresses on back)

Present Employer: _____ City/State _____ Ph# _____
 Position: _____ Dates Employed ____/____ To ____/____ Monthly Income _____ Mgr: _____

Previous Employer: _____ City/State _____ Ph# _____
 Position: _____ Dates Employed ____/____ To ____/____ Monthly Income _____ Mgr: _____

In Case of Emergency Notify: _____
Name Relationship Address Ph#

Have you ever had an eviction filed or left owing money to an owner or landlord? Yes _____ No _____
 Have you applied for residency in the past 2 years, but did not move in? Yes _____ No _____
 Have you ever had adjudication withheld or been convicted of a crime? Yes _____ No _____

If you answered yes to any of the above questions, please explain the circumstances regarding the situation on the back of this sheet.

AUTHORIZATION OF RELEASE OF INFORMATION Applicant(s) represents that all of the above information and statements on the application for rental are true and complete, and hereby authorizes an investigative consumer report including but not limited to, residential history (rental or mortgage), employment history, criminal history records, court records, and credit records. The application must be signed before it can be processed by management. Applicant acknowledges that false or omitted information herein may constitute grounds for rejection of this application, termination of right of occupancy, and/or forfeiture of fees or deposits and may constitute a criminal offence under the laws of this state.
NON-REFUNDABLE APPLICATION FEE – Applicant(s) agree to pay \$25.00 for a non-refundable application processing fee.
 This application is preliminary only and does not obligate owner or owner's agent to execute a lease or deliver possession of the proposed premises. No oral agreements have been made.

 Applicant's Signature

 Date

Additional Previous Address History:

Previous Address: _____
Street Apt # City State Zip Code
Previous Landlord/Mortgage Holder: _____ Ph # _____
Length of Residence ___/___ To ___/___ Monthly Rent/Mortgage \$ _____

Previous Address: _____
Street Apt # City State Zip Code
Previous Landlord/Mortgage Holder: _____ Ph # _____
Length of Residence ___/___ To ___/___ Monthly Rent/Mortgage \$ _____

Previous Address: _____
Street Apt # City State Zip Code
Previous Landlord/Mortgage Holder: _____ Ph # _____
Length of Residence ___/___ To ___/___ Monthly Rent/Mortgage \$ _____

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Leasing Policies

Dewald Properties does not discriminate against any person based on race, color, religion, sex, national origin, handicap status, familial status, or any other state or locally protected classification.

To be considered for approval, all adults must fully complete an application for residency. Any omissions, errors or falsifications may result in denial of an application or terminate the right to occupy the apartment. All applicants must be eighteen (18) years of age or older. Spouses and roommates will be scored together on the same application. All applications are submitted to an outside Application Processing Agency for approval recommendation, but ultimately Dewald Properties will approve or deny occupancy. All information obtained is kept confidential and a copy of our privacy policy is available upon request. Approval, approval with additional deposit and denial are based on a review of the following criteria:

INCOME

Household income must be at least three (3) times the monthly market rent. If income qualifications cannot be met, a qualified guarantor is acceptable (see below).

EMPLOYMENT

Applicant must be employed or provide proof of income. Each applicant must provide written proof of income such as check stubs (two (2) most recent required), offer letter, most recent year's tax record or three most recent bank account statements within seventy-two (72) hours of completing an application. Attending school will be accepted as an alternative to being employed; therefore a student may obtain a qualified Guarantor if the income requirement is not met.

RESIDENT HISTORY

Any applicant with an eviction or an applicant that owes monies to another property(s) or property management company(s) will be automatically declined.

CREDIT HISTORY

Credit History will be verified by a third party verification service. A complete credit history from a credit bureau is required. Income plus verified credit history will be entered into a scoring model to determine rental eligibility and security deposit levels. The following deposit requirements and concession stipulations will be applied based on scoring model recommendations:

High Accept:	No Deposit
Accept:	\$200.00
Low Accept:	\$400.00

Applicants who are residents of foreign countries and do not have a social security number, must provide proof of foreign citizenship, written verification of employment and proof of income (two (2) most recent paycheck stubs).

CRIMINAL HISTORY

Criminal history will be checked. Any applicant whose criminal history cannot be verified will be automatically declined. Any applicant with a record of a violent crime(s) will be automatically declined. This includes any applicant with a violent crime(s) felony conviction, deferred adjudication of a felony violent crime(s) or who has been charged with a violent crime(s) felony. This also includes any terrorism related convictions or charges.

Dewald Properties * Leasing Policies

Applicants with a record of non-violent felony or felonies that have occurred within the past twenty (20) years will not be accepted. This includes any applicant with a non-violent felony or felonies conviction, deferred adjudication of a non-violent felony or felonies or who has been charged with a non-violent felony or felonies. Misdemeanors against persons or property, including prostitution and/or drugs or any other serious crime which have occurred within the past five (5) years, will not be accepted. This includes misdemeanor(s) conviction deferred adjudication of a misdemeanor(s) or an applicant who has been charged with a misdemeanor(s).

Any person convicted for crimes of a sexual nature, designated as a sexual predator/offender or under consideration by any court for being declared a sexual predator/offender will not be accepted.

Our decisions are based on the information provided by the third party verification service at the time of application. We are not responsible for inaccurate information obtained.

GUARANTOR REQUIREMENTS

Guarantors may be used for applicants with insufficient credit or income. The lease may be guaranteed only by a relative. A Guarantor must have income at least five (5) times the monthly market rent verifiable through tax returns, check stubs, etc., score in the "Accept" category for credit history, minimum employment of one year and must furnish all necessary information on leasing or mortgage history. If approved, the "Low Accept" deposit will be required.