

Davis Realty LLC
 837 Boston Post Road
 Suite 12
 Madison, CT 06443
 203.245.4400
 davisrealtymadison.com



Unit #

Monthly Rent

Primary Applicant

First Middle Last Date of Birth

Current Address:

Street

City State Zip

Cell Email Drivers License (State, Number)

Time at present address Rent/Own Monthly Payment Social Security Number

Apt. Community/Mortgage Co. Telephone

Previous Address

Street

City State Zip

Current Employer

Name Occupation

Length of Employment Annual Salary

Employer Address

Street

City State Zip

Supervisor

Name Email Telephone

Previous Employer

Name Occupation

Length of Employment Annual Salary

Employer Address

Street

City State Zip

Supervisor

Name Email Telephone

List other Sources of Income you would like us to consider:

Source of Income Amount

Source of Income Amount

Source of Income Amount

Have you ever been evicted? Filed Bankruptcy? Convicted of a felony?

If yes to any of the above, please explain: _____

Do you smoke? _____

Do you have a pet? _____

Cat _____

Dog _____

Secondary Applicant

Current Address: First Middle Last Date of Birth

Street

City State Zip

Cell Email Drivers License (State, Number)

Time at present address Rent/Own Monthly Payment Social Security Number

Previous Address Apt. Community/Mortgage Co. Telephone

Street

Current Employer City State Zip

Name Occupation

Employer Address Length of Employment Annual Salary

Street

Supervisor City State Zip

Name Email Telephone

Previous Employer Name Occupation

Length of Employment Annual Salary

Employer Address Street

City State Zip

Supervisor Name Email Telephone

List other Sources of Income you would like us to consider:

Source of Income _____ Amount _____

Source of Income _____ Amount _____

Source of Income _____ Amount _____

Have you ever been evicted? _____ Filed Bankruptcy? _____ Convicted of a felony? _____

If yes to any of the above, please explain _____

Do you smoke? _____ Do you have a pet? _____ Cat _____ Dog _____

Automobiles

Primary Applicant Y/N _____ Year _____ Make _____

Model _____ Color _____ License Plate _____

Secondary Applicant Y/N _____ Year _____ Make _____

Model _____ Color _____ License Plate _____

How did you learn about this apartment? _____

Emergency Contacts

Primary Applicant

Name _____ Relationship _____ Telephone _____ Email _____

Name _____ Relationship _____ Telephone _____ Email _____

Secondary Applicant

Name _____ Relationship _____ Telephone _____ Email _____

Name _____ Relationship _____ Telephone _____ Email _____

Procedure to Apply for Housing

Applicants are to be reviewed and signed at the Leasing Office. Each applicant applying for an apartment must complete an APPLICATION. If there is more than one applicant applying for an apartment, each applicant must complete and sign an application. There is a \$50.00 Application Processing Fee per applicant. We will only process an application when ALL required documentation is received. Once you application is submitted, we will make every effort to process it as quickly as possible.

You must remit a **NON-REFUNDABLE \$50.00** Application Processing Fee made payable to Davis Realty LLC. We cannot accept cash. Personal Checks are acceptable.

Reserving an apartment after application approval

You must remit a Deposit of your first month's rent as your promise to execute a lease made payable to Davis Realty LLC if you are applying for residency. We will reserve the apartment indicated on your application during the application-processing period. This amount will be applied to your Security Deposit upon being approved for the apartment or refunded if you are declined. However, if you decide to not enter into a lease agreement after you have been approved for residency, we will deduct \$500.00 from your deposit as an administration fee.

Documentation required

Each Applicant will need to provide us with his/her Social Security number. In addition, you must provide us with a VALID

PICTURE ID. This can be in the form of a Driver's License, US Passport, Resident Alien Card, Foreign Passport with a valid Visa or any other government issued ID.

We may require two current pay stubs for each applicant who is applying for an apartment. Under certain circumstances, we may also ask you to submit a copy of your W-2 and/or income tax return and/or other relevant information.

If you are self-employed and do not have pay stubs, we will accept 2 statements from a checking, savings, money market account or investment account.

IMPORTANT NOTICE: Rent as offered is subject to change pending full execution of the Lease Agreement. However, the rent quoted on an application will be guaranteed for a thirty (30) day period from the date of that application. If you do not execute the Lease Application offered within that (30) day period, the rental amount for the unit may be increased and any previous rental amount quoted will be considered null and void.

If you decide to join us, please note the following:

- Lease agreements are for a period of least 12 months
- Lease agreements must be signed at least 2 weeks prior to your schedule move-in date

At Lease signing, the Resident will be required to pay the following:

- First Month's Rent
- Security Deposit equal to one (1) month rent
- Pet Fee if applicable \$500 per pet and \$35 additional per month per pet
- Amenity fee of \$400 (Bradley apartments only)

Fair Housing

In accordance with Federal Fair Housing laws, it is illegal to discriminate against any person because of race, color, religion, sex, handicap, familial status or national origin in connection with the rental of most housing. The Federal agency which administers compliance with this law is the U.S. Department of Housing and Urban Development.

Equal Credit Opportunity Act

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of sex or marital status. The Federal agency which administers compliance with this law is the U.S. Equal Credit Opportunity, Federal Trade Commission.

Application Fee

Applicant has submitted the sum of \$ _____ which is a non-refundable payment for the processing of this application. The application fee is not a rental payment or security deposit.

Initial here: _____

Security Deposit

Applicant has submitted the sum of \$ _____ which is payment of the security deposit for an apartment. If for any reason the application is declined by management, the security deposit will be refunded in full. If the application is approved and applicant fails to occupy the premises on the agreed upon date, except due to delay caused by construction or the holding over of a prior resident, applicant will forfeit the security deposit. Applicant understands and agrees that if applicant cancels more than 72 hours after the submission of the application to management, the security deposit will be forfeited.

Initial here: _____

Permission to Release Information

I warrant and represent that the information submitted on this application is true and correct. I understand that any false information will constitute grounds for rejection of the application. I hereby authorize the verification of the information I have provided, communication with any and all names listed on this application and for the issuer of this form to conduct a background check to obtain additional information on credit history, criminal history and all unlawful detainers. I understand that any discrepancy or lack of information will result in the rejection of this application. I understand that this is an application for an apartment and does not constitute a rental or lease agreement in whole or in part. I hereby authorize the release of all credit, income, and rental/mortgage information to the agents and/or employees of Davis Realty LLC. I understand that the lease agreement will not become effective until this application is approved by management and a lease agreement is executed by the landlord and me.

Primary Applicant

Date

Secondary Applicant

Date