

Application Fees

Single- \$30.00

Married - \$45.00

*Check or money order

Deposits and Fees

\$300 Security Deposit, \$150 is a Non-Refundable Admin Fee to hold an apartment

\$500 Security Deposit, \$250 is a Non-Refundable Admin Fee to hold an apartment
(new building only)

Pet Fees

\$300 Non-Refundable fee and a monthly fee of \$20 per pet.

Max 2 pets (50 lbs. max-combined) and must be pre-approved by management.

Minimum age: 1 year

Lease Terms

The standard lease term is 12 months.

Short-term leases are available (except in the new building) for an additional monthly fee.

To ensure swift processing of your application, the following documentation must be provided with the application:

1. Completely filled out and signed application for each adult occupant
2. \$30 application fee (non-refundable) per applicant, \$45 fee for married
3. Copy of driver's license/I.D. for each occupant & co-signer (if applicable)
4. Written verification for all income represented on the application. Applicant must gross three (3) times the rent.

Acceptable forms of income verification: 2 most recent pay stubs,
or if self-employed, a copy of last year's tax return, or a 1099
form.

PLEASE RETURN COMPLETED APPLICATIONS TO: TERRACE GREEN APARTMENTS
Phone # (417) 659-8887 Fax # (417) 659-9398 email: leasing@terracegreenjoplin.com

Management may consider a co-signer if the applicant does not meet rental requirements or may require first and last month's rent.

RENTAL APPLICATION

Incomplete applications will delay processing. Owner/Manager may require additional information.

Anticipated move in date _____ Number of bedrooms requested: Studio 1 2 3 Floor preference: 1 2 3 4
How did you hear about Terrace Green Apartments? _____

Primary Applicant Name _____ Social Security _____
Date of Birth: _____ Phone () _____
Email Address _____

Spouse Name _____ Social Security # _____
Spouse Date of Birth _____ Phone() _____
Spouse Email Address: _____
Names of Dependents: _____
Dependent's date of birth: _____

List All Pets _____

RESIDENTIAL HISTORY (past 3 years, most recent first)

Current Address _____ Apt # _____ City _____ State _____ Zip _____
Month & year moved in _____ Reasons for leaving _____ Rent \$ _____
Current Landlord /Agent _____ Phone() _____
Previous Address (last 3 years) _____ Rent \$ _____
Previous Owner/Agent _____ Phone() _____

EMPLOYMENT INFORMATION

Your Status: Employed: ___ Full Time ___ Part Time ___ Student ___ Unemployed
Employer/ School _____
Dates Employed _____ Employed as _____
Supervisor Name _____ Phone() _____
Salary \$ _____ per _____
Previous Employer/School _____
Dates Employed _____ Employed as _____
Supervisor Name _____ Phone() _____
Salary \$ _____ per _____

Other sources of income: Please list the income source and person who we could contact for confirmation.

You do not have to reveal alimony, child support, or spouse's income unless you want us to consider it in this application.

Amount \$ _____ Source/Contact Name _____
Other annual income \$ _____ Source/Contact Name _____

Your Driver's License Number _____ State _____

Vehicle 1 information: _____

Vehicle 2 information: _____
Year, Make, Model, License Plate #, License Plate State, Color of Vehicle



Equal Housing Opportunity

HAVE YOU EVER:

FILED FOR BANKRUPTCY? ____ YES ____ NO

BEEN EVICTED FROM TENANCY OR BEEN IN A FORECLOSURE? ____ YES ____ NO

WILLFULLY OR INTENTIONALLY REFUSED TO PAY RENT WHEN DUE? ____ YES ____ NO

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ____ YES ____ NO

If you answered "YES" please give any additional information:

AUTHORIZATION

Release of Information:

I agree to permit an investigation of my credit, tenant history, banking, employment, criminal background, and any other screening for the purposes of renting this apartment, and for the building owner/manager to provide our rental referral service your name and other required rental closeout information.

As an inducement to the owner of the property and to the agent to accept this application, I warrant that all statements above set forth are true; however, should any statement made above be a misrepresentation or not a true statement of facts, all of the deposit will be retained to offset the agent's cost, time, and effort in processing my application.

The application fee will be \$30.00 (per applicant) or \$45.00 (married). All application fees are not refundable.

If you should cancel your application at any time before move-in, all payments already made are non-refundable.

Upon move-in, the security deposit paid, 50% shall be retained as the refundable security deposit and 50% is NON-REFUNDABLE at move-out. I recognize that as a part of your procedure for processing my application, an investigative consumer report may be prepared whereby information is obtained through personal interviews with others with whom I may be acquainted. This inquiry includes information as to my character, general reputation, personal characteristics, and mode of living.

I agree that the above information is true and correct.

Please sign X _____ Date _____

I acknowledge this counts as a digital signature.

Please sign X _____ Date _____

I acknowledge this counts as a digital signature.



Equal Housing Opportunity

Terrace Green Rental Verification

I _____ authorize my previous landlords to release my rental history to Terrace Green Apartments. The information may include, but is not limited to the questions listed below.

Signature I acknowledge this counts as a digital signature. Date



Signature I acknowledge this counts as a digital signature. Date

Signature I acknowledge this counts as a digital signature. Date

TO BE COMPLETED BY LANDLORD:

TENANT'S NAME(S): _____

ADDRESS: _____

TERM OF RESIDENCY: _____ RENT AMOUNT: _____

OF LATE PAYMENTS IN THE PAST 12 MONTHS: _____ How many days late (avg) _____

COMMENT: _____

DID YOU RECEIVE A SECURITY DEPOSIT? _____ IF YES, AMOUNT OF DEPOSIT _____

HOW MUCH OF SECURITY DEPOSIT WAS RETURNED TO RESIDENT? _____

DID THE RESIDENT, THEIR GUESTS, OR FAMILY DAMAGE THE APARTMENT OR PROPERTY? _____

DID THEY PAY FOR THE DAMAGES? _____

WERE THE POLICE EVER CALLED AS A RESULT OF A DISTURBANCE? _____

COMMENTS : _____

DID THE RESIDENT VIOLATE THE LEASE AGREEMENT IN ANYWAY? _____

COMMENTS: _____

DID THE RESIDENTS GIVE YOU PROPER NOTICE FOR VACATING? _____

IF, YES, WHAT IS THE ANTICIPATED MOVE OUT DATE? _____

ANY NEIGHBOR COMPLAINTS? _____ NO _____ YES

IF YES, NATURE OF COMPLAINT: _____

WOULD YOU RENT TO HIM/HER AGAIN? _____ NO _____ YES

IF NOT, WHY? _____

SIGNATURE OF REPRESENTATIVE: _____ TITLE _____

I acknowledge this counts as a digital signature.

We encourage and support the nation's affirmative housing program in which there are no barriers to obtaining housing because of race, color, religion, sex, national origin, handicap, or familial status.

PLEASE RETURN THIS FORM TO: TERRACE GREEN APARTMENTS

PHONE # (417) 659-8887 FAX # (417) 659-9398 email: leasing@terracegreenjoplin.com