

Albany Rentals, Inc.
 1151 Dawson Road • Albany, Georgia 31707
 229.888.2642 • fax 229.317.8238

Thank you for considering Albany Rentals for your housing needs!

You need to know a few things before you apply!!

Our Requirements

- Must be 21 to rent
- You must pass a credit check, rental verification & background check
- All occupants 18+ are required to pass a background check (\$20)
- Meet our Income requirements
- Must be on job for a minimum of 4 months
- **APPLICATION FEES ARE NON-REFUNDABLE**

What's Included?

- Monthly Pest Control
- Stove ONLY (in most locations)
- No utilities are included. Services are provided by Albany Utilities.
- Pet Friendly! Breed & Weight restrictions apply. Non-refundable pet fees apply.

Here's a checklist to make sure you have everything you need to complete your application!

- Valid government issued ID (military and/or state DL) for ALL occupants 18+
- Proof of Income
 - This can include paystubs (minimum of 6), recent SSI award letters, child support statements, bank statements, etc.
- Completed and signed application
- Completed and signed application for 18+ occupants (for background purposes ONLY)
- Applications are \$25 per applicant and an additional \$20 for each additional background check for other occupants.

<u>Willow Wood Apartments</u> 2 bed/1 bath \$415 3 bed/1.5 bath \$450 \$250 Deposit	<u>Lippitt Drive Apartments</u> 2 bed/1 bath only \$425 \$250 Deposit	<u>Town & County Apartments</u> 2 bed/1 bath ONLY \$385 \$250 Deposit	<u>5th Avenue Apartments</u> 1 bed/1 bath \$425 \$300 Deposit	<u>Dawson Road Apartments</u> 2 & 3 Bedrooms Available Deposit Varies
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www.albany-rentals.com

Security Deposits are NON-REFUNDABLE AFTER 48 HOURS!

Deposits subject to change depending on credit and rental history factors

Applicant Information

Name: _____ **Today's date:** _____
DOB: _____ SSN: _____ CELL: _____
Email: _____
Current **FULL** Address: _____
(Circle One) Own / Rent _____ How long at this address? _____ Monthly Payment: _____
Present Landlord: _____ Landlord Phone: _____
ID: Military Driver's License (State Issued: ___) ID Card ID Number: _____

Spouse/Co-Applicant Information

Name: _____
DOB: _____ SSN: _____ CELL: _____
Email: _____
Current Address: (if same as spouse leave blank) _____
(Circle One) Own / Rent _____ How long at this address? _____ Monthly Payment: _____
Present Landlord: _____ Landlord Phone: _____
ID: Military Driver's License (State Issued: ___) ID Card ID Number: _____

Employment & Income Information

Current Employer(Applicant): _____ Phone: _____
Employer Address: _____
Dates: From: _____ To: _____ Position: _____ Supervisor: _____
Hours/week: _____ Rate: _____ Avg. Monthly Income: _____
Current Employer(Co-Applicant): _____ Phone: _____
Employer Address: _____
Dates: From: _____ To: _____ Position: _____ Supervisor: _____
Hours/week: _____ Rate: _____ Avg. Monthly Income: _____
Please list any other VERIFIABLE sources of Income below.
Source: _____ Amount: _____ How Often? Weekly / Biweekly / Monthly / Yearly
Source: _____ Amount: _____ How Often? Weekly / Biweekly / Monthly / Yearly

Combined Annual Income:

Resident Information

Who all will be residing in the apartment with you?

Name: _____ Age: _____ Relationship: _____ Occupation: _____

Name: _____ Age: _____ Relationship: _____ Occupation: _____

Name: _____ Age: _____ Relationship: _____ Occupation: _____

Emergency Contact(s) Not residing with you

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

ALLOWED ACCESS (PLEASE INITIAL IN THE SPACE PROVIDED) _____ In the event of serious illness, death, or other circumstances that would make you unavailable, the emergency contact can remove your property from your unit or the common areas.

Vehicle Information:

Make: _____ Model: _____ Year: _____ Color: _____ Tag: _____ State: _____

Make: _____ Model: _____ Year: _____ Color: _____ Tag: _____ State: _____

Make: _____ Model: _____ Year: _____ Color: _____ Tag: _____ State: _____

Criminal Background: Have you or your spouse/co-applicant ever been:

-Convicted of a felony? If yes, please explain.

Applicant: No Yes (explain)

Spouse/Co-Applicant: No Yes (explain)

Rental History: Have you or your spouse/co-applicant ever been:

-Been evicted or asked to move out? _____ Declared bankruptcy? _____

-Broken a rental agreement or lease? _____ Been sued for damage to rental property? _____

-Been sued for non-payment of rent? _____

Other Information

What size apartment would you prefer? _____ **Did anyone refer you? If yes, then who?** _____

How did you hear about us? (mark all that apply)

Drive By Phonebook Search Engine

Apartmentfinder.com Word of Mouth Apartment Magazine

Authorization for Background Check and Other Correct Information

Applicant authorizes Albany Rentals, Inc. and its' staff to contact past and present landlords, employers, creditors, credit bureaus, law enforcement agencies and any other sources deemed necessary to investigate applicant. Applicant acknowledges that false information herein may constitute grounds for rejection of this application, termination of right of occupancy, and/or forfeiture of deposits and may constitute a criminal offense under the laws of this state. Any person or firm is authorized to release information about the undersigned upon presentation of this form or a copy of this form at any time. Applicant agrees to the terms of the "Security Deposit Agreement" below.

Application Fee(s)

Applicant hereby understands all fees applicable to the application process are non-refundable while considering approval of the application. If applicant(s) is denied or approved the application fee will NOT BE REFUNDED.

Security Deposit Agreement

Applicant has provided a Security Deposit as well as an Application Fee in consideration for owner's taking the dwelling unit off the market while considering approval of this application. If applicant is approved but fails to enter into the contemplated lease within two (2) days after notice of such approval, the security deposit shall be forfeited to owner. In addition, the security deposit will be refunded if applicant is not approved. Keys will be furnished only after contemplated lease and other rental documents have been properly executed by all obligated owner or owner's agent to execute a lease or deliver possession of the proposed premises. The contemplated lease is the rental agreement and any written addendums that will be signed at a later date.

X

Application Signature

Date

X

Co-application Signature

Date

For Office Use Only

Approval:	YES NO
Reason:	
Unit Number:	
Move In Date:	
Other Info:	