



Application for Occupancy

Portion to be completed with the assistance of office staff:

Address: 1207 S. Wall St. Carbondale, IL 62901

Date: _____ Leasing Rep: _____

Move in date: _____

Unit Type: _____ Term: _____

Rent for entire lease: \$ _____

Number of persons to occupy apartment: _____

Applicant Information

Last Name: _____ First: _____ Middle: _____

Maiden or Former Names: _____

Social Security Number: _____ Date of Birth: _____

Cell Phone: _____ Additional Phone: _____

Email Address: _____

Bank Name: _____ Driver's License #: _____ State of Issue: _____

Spouse Last Name: _____ First: _____ Middle: _____

Maiden or Former Names: _____

Social Security Number: _____ Date of Birth: _____

Residential Information

Present Rent Own Family Dates There: _____ Rent: \$ _____

Street Address: _____ City: _____ State: _____ Zip: _____

Apartment/Landlord Name: _____ Phone: _____

Home Rent Own Family Dates There: _____ Rent: \$ _____

Street Address: _____ City: _____ State: _____ Zip: _____

Apartment/Landlord Name: _____ Phone: _____

Prior Rent Own Family Dates There: _____ Rent: \$ _____

Street Address: _____ City: _____ State: _____ Zip: _____

Apartment/Landlord Name: _____ Phone: _____

Prior Rent Own Family Dates There: _____ Rent: \$ _____

Street Address: _____ City: _____ State: _____ Zip: _____

Apartment/Landlord Name: _____ Phone: _____

Employment and Income Information

Employer: _____ Position: _____ Monthly Income: \$ _____

Street Address: _____ City: _____ State: _____ Zip: _____

Start Date: _____ Supervisor Name: _____ Phone: _____

Spouse Employer: _____ Position: _____ Monthly Income: \$ _____

Street Address: _____ City: _____ State: _____ Zip: _____

Start Date: _____ Supervisor Name: _____ Phone: _____

Other Source of Income Source: _____ Monthly Income: \$ _____

Roommate Information (if applicable)

Name of roommates: _____

Additional Information

Have you ever willingly refused to pay rent? _____ If so, to whom and why? _____
Have you ever been evicted? _____ If so, by whom and why? _____
Have you ever been arrested or convicted of a crime? _____ If so, when, where, and what was the charge?

Emergency Contact: _____ Relationship: _____ Phone: _____
Emergency Contact: _____ Relationship: _____ Phone: _____
Character Reference: _____ Relationship: _____ Phone: _____
Character Reference: _____ Relationship: _____ Phone: _____

Failure to provide complete information, including daytime phone numbers for you and your references, will delay processing. **Incomplete applications will not be processed.**

Each applicant agrees and represents that:

1. I hereby apply for and offer to lease the apartment described herein for the lease term stated, the rental rate and upon the terms and conditions set forth herein and in Lessor's standard lease form. I warrant that all of the representations in this application are true and correct. The actual date of possession is subject to the vacation of premises by prior tenant, if any, and completion of necessary repairs or remodeling.
2. Applicant(s) agrees to sign a _____ month lease commencing _____, 2018/2019 at a rental of \$ _____ monthly in the apartment unit number known as The Quadrangle Apartments. I understand that occupancy of the apartment is limited to persons listed above as "Number of persons who will occupy apartment". I understand that if children are occupants of the premises it is my responsibility to supply adequate supervision at all times.
3. Simultaneously with the execution of the application I am making a deposit in the sum of \$ _____ plus a \$35 charge for running a "consumer report", it being understood that the charge for the consumer report is not refundable. I agree to execute a lease within 3 days of being notified that my report is acceptable and the apartment is available to occupy. (Failure to execute a lease will cause Applicant's deposit to be forfeited as liquidated damages.) Upon execution of the lease by me, it is understood that this deposit will be retained by the Lessor and applied to the Security Deposit under the terms and conditions contained in the lease. In the event possession is given after the 15th of the month, it is understood that at the time of execution of the lease, I will pay the pro rate share of rent through the end of the current month, plus the full rent for the following month.
4. I agree that the lessor may retain said deposit as liquidated damages for its costs and expenses, and not as a penalty, if any of the representations made by me herein are false. I further agree that my deposit is non-refundable (except for the provision of paragraph 5 herein) and the deposit will be retained if I do not execute a lease for the apartment described herein (or any other apartment mutually agreed upon).
5. I understand that Lessor will refund said deposit to me within 30 days if the apartment specified (or any other apartment mutually agreed upon) is not available or if this application is rejected by the Lessor for any reason.
6. I understand that I acquire no rights on any apartment until I sign a lease in the form submitted to me; until all monies are paid to the Lessor as set forth above; and the lease is executed by the Lessor.
7. I understand that my application may be rejected if during the investigation there are found to be judgements, lein(s) or bankruptcy in my personal credit history.
8. I hereby authorize Lessor to obtain information it deems desirable in the processing of my application for residency, including: credit reports, civil or criminal actions, rental history, employment/salary details, police and vehicle records, and any other relevant information, and release Lessor, its employees and agents from all liability for damage whatsoever incurred from furnishing or obtaining such information.
9. Applicant(s) hereby authorizes Lessor to procure a "consumer report" as defined in the "Fair Credit Reporting Act, 15 U.S.C. 168 a(d), seeking information on the credit-worthiness, credit standing, credit capacity, character, general reputation, personal characteristics or mode of living of applicant(s). I also agree and understand that Lessor may obtain additional consumer and rental reports on me in the future to update or review my account.



Applicant Information

Last Name: _____ First: _____ SSN: _____

Signature _____ Date _____

Application fee and/or deposit can be paid with check or money order OR *online with Visa, MasterCard, or Discover by visiting the 'Contact Us' tab on The Quadrangle Apartments website.

*Online payments fees are required, see website for details.