



PARK PLACE TOWERS
...the place to be!

STANDARD APPLICATION PACKAGE

We are pleased that you are interested in selecting Park Place Towers as your home. In order to apply for residency, you must submit the following:

- **A completed Application for Residency**
- **\$30.00 application check fee (non refundable)**
- **\$150.00 Intent to Rent fee.** If you cancel your application three days or more after your submission, the entire \$150.00 will be retained by Park Place Towers as a fee for the lost rental income or expenses incurred due to your cancellation. In the event that you do not qualify for occupancy, the entire \$150.00 will be refunded to you.
- **Present Employer Verification (three paycheck vouchers will be required)**
- **Previous Employer Verification (complete if at present employer one year or less)**
- **Present Landlord Verification**
- **Previous Landlord Verification (complete if at present residence one year or less)**

These forms must be returned so that we can process your application. The application process is completed when all forms are returned and information is verified. This process generally takes three (3) business days after which time you should expect to hear from us.

IF YOU DO NOT HEAR FROM US, IT MEANS YOUR APPLICATION PACKAGE IS INCOMPLETE. IF WE DO NOT HAVE A COMPLETE APPLICATION WITHIN THREE (3) BUSINESS DAYS FROM THE DATE OF YOUR APPLICATION, YOU MAY RISK HAVING YOUR APPLICATION CANCELED AND YOUR \$150.00 FEE FORFEITED.

Each person submitting an application must have good credit and have been employed full-time for at least one year.

Once the completed application package has been approved, **you will be required to pay one half of the security deposit.** If we do not receive this within three business days of your approval, we reserve the right to cancel your application. **All monies due at move-in must be paid by cashier's check or money order.** *No personal checks will be accepted.*

Thank you for your interest in Park Place Towers.



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LANDLORD VERIFICATION FORM

LANDLORD INFORMATION:

Name: _____ Address: _____
Phone: _____ Fax: _____
Email: _____

Tenant's Name: _____ SSN: _____

Tenant's Address: _____ Apt. # _____

Move In date: _____ Move Out date: _____

Rent Amount: _____ Any NSF Checks: _____ Pay on time? _____

If late, paid on what date? _____

Proper notice given? _____ Deposit refunded? _____

Any money owed? _____ Owed for what? _____

Any legal action during tenancy due to non-payment?

Lease dates: _____ Number of Occupants: _____

Names of Leaseholders: _____

Names of Occupants: _____

Pets: _____ Any problems (if yes, please explain)? _____

Would you re-rent to tenant? _____

Verified by: _____ Title: _____

I HEREBY GRANT MY LANDLORD, _____ PERMISSION TO DISCLOSE THE ABOVE INFORMATION TO PARK PLACE TOWERS.

APPLICANT'S SIGNATURE

DATE



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PREVIOUS LANDLORD VERIFICATION FORM

PREVIOUS LANDLORD INFORMATION:

Name: _____ Address: _____
Phone: _____ Fax: _____
Email: _____

Tenant's Name: _____ SSN: _____

Tenant's Address: _____ Apt. # _____

Move In date: _____ Move Out date: _____

Rent Amount: _____ Any NSF Checks: _____ Pay on time? _____

If late, paid on what date? _____

Proper notice given? _____ Deposit refunded? _____

Any money owed? _____ Owed for what? _____

Any legal action during tenancy due to non-payment?

Lease dates: _____ Number of Occupants: _____

Names of Leaseholders: _____

Names of Occupants: _____

Pets: _____ Any problems (if yes, please explain)? _____

Would you re-rent to tenant? _____

Verified by: _____ Title: _____

**I HEREBY GRANT MY PREVIOUS LANDLORD, _____ PERMISSION TO DISCLOSE
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APPLICANT'S SIGNATURE

DATE