

**Welcome to Bridgepoint Apartments**

**We’d love to have you here!** Please Remember to Bring Back…

* Source of income (2 paycheck stubs, letter from employer, supplemental income documentation, etc.) from potential lease holders
* For each person over the age of 18 to reside in the apartment:
  + Government issued identification
  + Completed application
  + $35.00 application fee
* $100.00 administration fee

**We accept MasterCard, Visa, Discover, Cashier’s Check or Money Order for Application and Administration Fees**

* All apartments are available on a first come basis.
* The administration fee will hold your apartment while processing your application. Once approved, you have 3 business days to bring in your security deposit to hold your apartment.
* Our offerings are as follows:

|  |  |  |
| --- | --- | --- |
| Floor Plan | Monthly Rent | Security Deposit |
| 1 Bedroom / 1 Bath | $629.00 - $729.00 | $250.00 – 1 full month rent |
| 2 Bedroom / 1 Bath | $729.00 - $829.00 | $350.00 – 1 full month rent |
| 2 Bedroom / 1 Full & 1 Half Bath | $759.00 - $859.00 | $350.00 – 1 full month rent |
| 2 Bedroom / 1 Full & 1 Half Bath with Washer & Dryer Hook-Ups | $799.00 - $899.00 | $350.00 – 1 full month rent |
| 3 Bedroom / 1 Full & 1 Half Bath | $929.00 - $1,029.00 | $500.00 – 1 full month rent |
| 3 Bedroom / 2 Full & 1 Half Baths with Washer & Dryer Hook-Ups | $959.00 - $1,059.00 | $500.00 – 1 full month rent |

* All rental rates include water, sewer, and trash pick-up. Resident is responsible for electric and gas.
* Please note that renter’s insurance is required for all Residents.

***WE ARE PET FRIENDLY!!!***

* We welcome up to 2 of your furry friends at Bridgepoint. Each pet requires a non-refundable $300 pet fee and an additional $25/month rent.
* [](https://www.google.com/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=0ahUKEwiy9qeT2tLVAhUJPCYKHWg9BwQQjRwIBw&url=https://wzplegal.com/practice-areas/fair-housing/&psig=AFQjCNFCO17VvvNe8xkI7Q4HT4wwaHihPA&ust=1502661926264261)Some restrictions on breed and size apply – please ask for details

***Give us a call if you have any questions! 812.284.5935***

*Rev 08.17*

 **RENTAL APPLICATION FOR**

**RESIDENTS AND OCCUPANTS**

Were you referred? ⃝ Yes ⃝ No

*If yes, by whom?* Bridgepoint Resident: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bridgepoint Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*If not, how did you locate us?*

⃝ Apartment Guide ⃝ Apartments.com ⃝ Drive-By ⃝ Found on Internet ⃝ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**HOW YOU FOUND US**

**ABOUT YOU**

Full Name *(exactly as on driver's license or govt. ID card)*:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home/Cell phone: (\_\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your Street Address *(as shown on your driver's license or government ID card):*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver’s License #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State Issued: \_\_\_\_\_\_\_\_\_\_\_

*OR* Gov’t Photo ID Card #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Former Last Names (maiden and married): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your Social Security Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Birthdate: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Height: \_\_\_\_\_\_\_\_\_\_\_\_\_ Weight: \_\_\_\_\_\_\_\_\_\_\_

Sex: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Eye Color: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Marital Status: ⃝ Single ⃝ Married ⃝ Divorced ⃝ Widowed ⃝ Separated

Are you a U.S. Citizen? ⃝ Yes ⃝ No Comment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you or any of your occupants smoke? ⃝ Yes ⃝ No

How long have you been renting? \_\_\_\_\_\_\_\_\_\_\_ years \_\_\_\_\_\_\_\_\_\_ months

Your Current Home Address *(where you live now):*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Monthly Rent: $\_\_\_\_\_\_\_\_\_ # of Times Paid Late: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Landlord: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Landlord Contact Phone Number: (\_\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_

Landlord Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Moved-In: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Why are you leaving your current residence? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your Previous Home Address *(where you used to live before current):*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Previous Monthly Rent: $\_\_\_\_\_\_\_\_\_ # of Times Paid Late: \_\_\_\_\_\_\_\_\_\_\_\_\_

Previous Landlord: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Landlord Contact Phone Number: (\_\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_

Landlord Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Moved-In: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Moved-Out: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[](https://www.google.com/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=0ahUKEwiy9qeT2tLVAhUJPCYKHWg9BwQQjRwIBw&url=https://wzplegal.com/practice-areas/fair-housing/&psig=AFQjCNFCO17VvvNe8xkI7Q4HT4wwaHihPA&ust=1502661926264261)

**EMERGENCY CONTACT**

***P****erson over 18 not be living with you:*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address*: \_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_\_\_\_ Work Phone: (\_\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_

*List all vehicles owned or operated by you, your spouse, or any occupants (including cars, trucks, motorcycles, trailers, etc.). Continue on separate page if more than three.*

Vehicle #1 Make, & Model: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Year: \_\_\_\_\_\_\_\_\_ License Plate #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_

Vehicle #2 Make, & Model: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Year: \_\_\_\_\_\_\_\_\_ License Plate #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_

**YOUR VEHICLES**

**YOUR PETS**

**OTHER OCCUPANTS**

**RENTAL & CRIMINAL HISTORY**

*Check only if applicable. You represent the answer “no” to any item not checked below.* Have you or any other occupant listed in this application ever:

*⃝* been evicted or asked to move out?

⃝ moved out of a dwelling before the end of the lease term without the landlord’s consent?

⃝ declared bankruptcy? If so, when? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ⃝ been sued for rent? ⃝ been sued for property damages?

⃝ been convicted (or received an alternative form of adjudication equivalent to conviction) of a felony or misdemeanor involving a controlled substance, violence to another person, destruction of property, or a sex crime? If yes, please indicate below the year, location, and type of each felony or misdemeanor other than those resolved by dismissal or acquittal. We may need to discuss more facts before making a decision. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*All lease holders must complete individual applications and any occupants 18+ must undergo a criminal background check. List below the names and details of all other occupants that will occupy the unit without signing the lease*

Occupant #1: Relationship to Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sex: \_\_\_\_\_\_\_\_\_\_

Current Street Address*: \_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver’s License #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State Issued: \_\_\_\_\_\_\_\_\_\_\_

*OR* Gov’t Photo ID Card #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Occupant #2: Relationship to Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sex: \_\_\_\_\_\_\_\_\_\_

Current Street Address*: \_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver’s License #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State Issued: \_\_\_\_\_\_\_\_\_\_\_

*OR* Gov’t Photo ID Card #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Occupant #3: Relationship to Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sex: \_\_\_\_\_\_\_\_\_\_

Current Street Address*: \_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver’s License #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State Issued: \_\_\_\_\_\_\_\_\_\_\_

*OR* Gov’t Photo ID Card #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Occupant #4: Relationship to Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sex: \_\_\_\_\_\_\_\_\_\_

Current Street Address*: \_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver’s License #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State Issued: \_\_\_\_\_\_\_\_\_\_\_

*OR* Gov’t Photo ID Card #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Do you have pets? ⃝ Yes ⃝ No

Pet #1 Pet #2

Type: ⃝ Dog ⃝ Cat Type: ⃝ Dog ⃝ Cat

Breed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Breed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Weight: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Weight: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Age: \_\_\_\_\_\_\_\_\_\_\_\_ years Age: \_\_\_\_\_\_\_\_\_\_\_\_ years

**YOUR WORK**

Your Bank’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List of Major Credit Cards: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever had utilities disconnected for non-payment? ⃝ Yes ⃝ No

Past Credit Problems you Want to Explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**YOUR CREDIT HISTORY**

*List out current employer as well as any other sources of income to be considered:*

Current Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address*: \_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_\_\_\_\_ Date Started: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gross Monthly Income: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hours Worked: \_\_\_\_\_\_/week

Current Supervisor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional Source of Income: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gross Monthly Amount: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prior Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address*: \_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_\_\_\_\_ Monthly Income: $\_\_\_\_\_\_\_\_\_\_\_\_\_ Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dates of Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Previous Supervisor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**RENTAL INSURANCE**

*With this application, I understand that Property Insurance does not cover personal belongings against burglary, vandalism, fire, smoke, and other perils. I also understand that I am liable to third parties and to the property for certain perils which are covered by renters insurance.*

Do You Currently Have Renters Insurance? ⃝ Yes ⃝ No

Carrier: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Policy #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number: (\_\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_\_\_\_\_

**APPLICATION AGREEMENT**

1. **Application Fee (non-refundable).** You have delivered to our representative an application fee for the amount listed below, and this payment partially defrays the cost of processing this application. It is non-refundable regardless of circumstances.
2. **Administration Fee.** If indicated below, you have also submitted an administration fee to establish your lease. Once your application is approved, this fee is non-refundable, regardless of whether you move-in. Should your application be denied, this fee will be refunded to you.
3. **If You Withdraw Before Approval.** You and any co-applicants may not withdraw your Application before it is approved or denied. If you or any co-applicant withdrawals an Application before approved or denied, or notifies us that you have changed your mind about renting, we’ll be entitled to retain the application fee as liquidated damages and the parties will then have no further obligation to each other.
4. **Completed Application.** An Application will not be considered “completed” and will not be processed until all of the following have been provided to us: (1) separate applications for each intended lease holder with necessary supporting documentation, (2) all application fees paid, and (3) administrative fee paid.
5. **Non-Approval.** We will notify you whether you’ve been approved within 10-days after the date we receive a completed Application. Your Application will be considered denied if we fail to notify you within these 10-days. Notification may be in person, telephone, or email. You must not assume approval prior.
6. **Refund After Non-Approval.** If you or any co-applicant is denied under paragraph 5, we’ll refund all Administration Fees within 30 days of such denial.
7. **Notice To or From Co-Applicants.** Any notice we give you or your co-applicants is considered notice to all co-applicants, and any notice from you or your co-applicant is considered notice from all co-applicants.
8. **Lease Signing and Security Deposit.** An apartment is not held until the Application is approved and Security Deposit is paid in full. Unless we authorize otherwise in writing, you and all co-applicants must sign the Lease Agreement within 3 business days of your Application being approved. Should an exact move-in date not be known yet, Lease Agreement will be completed with everything but the move-in date to be completed upon actual move-in. Should you or your co-applicants decide not to move-in after Lease is signed, we’ll be entitled to retain the Security Deposit fee as liquidated damages and the parties will then have no further obligation to each other.
9. **Receipt.** Application Fees (non-refundable): $\_\_\_\_\_\_\_\_\_\_\_ Administration Fee (may or may not be refundable): $\_\_\_\_\_\_\_\_\_\_\_ Security Deposit Held (may or may not be refundable): $ \_\_\_\_\_\_\_\_\_\_ Total Amount of Money Received to this Date: $\_\_\_\_\_\_\_\_\_\_\_
10. **Signature.** Our representative’s signature is consent only to the Application Agreement. It does not bind us to accept applicant or to sign the proposed Lease Contract.

**Acknowledgment.** You declare that all of your statements in this Application are true and complete. You authorize us to verify these through any means. If you fail to answer any question or give false information, we may reject the application, retain all application and administration fees as liquidated damages for our time and expense, and terminate your right of occupancy. Giving false information is a serious criminal offense. In lawsuits relating to the application or Lease Contract, the prevailing party may recover all attorney’s fees and litigation costs from losing party. We may at any time furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, property rules, and financial obligations.

Applicant’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Occupant Over 18 yrs Old Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Occupant Over 18 yrs Old Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Lessor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

[](https://www.google.com/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=0ahUKEwiy9qeT2tLVAhUJPCYKHWg9BwQQjRwIBw&url=https://wzplegal.com/practice-areas/fair-housing/&psig=AFQjCNFCO17VvvNe8xkI7Q4HT4wwaHihPA&ust=1502661926264261)

*Rev 08.17*

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**EXPLANATION OF SCREENING**

**CRITERIA & PROCESS**

Bridgepoint Apartments will not discriminate against any person on the basis of race, color, religion, national origin, sex, familial status, age, disability or handicap, or sexual orientation. We apply the following rules for rental and occupancy equally to all persons.

**OCCUPANCY**

Our guidelines for maximum occupancy of persons over 1 year of age for each apartment is as follows:

1 Bedroom - 2 Persons 2 Bedroom - 4 Persons 3 Bedroom – 6 Persons

**CREDIT AND BACKGROUND VERIFICATION**

We uses the services of Real Page for assessing all applicants using industry standard criteria based on the information provided in the Application. Failure to provide complete and accurate information on your Application will result in refusal to rent if verification cannot be made. If any information is untrue or misrepresented, we will have no obligation to rent or continue to rent the apartment to you.

**QUALIFICATIONS**

These items are considered by Bridgepoint Apartments in judging applicants’ qualification.

1. Sufficient Income
2. Established and Satisfactory Credit (FICO scoring)
3. Employment
4. Rental History
5. Rental References
6. Standing with Utility Companies (such as Duke and Vectren)
7. Outstanding Legal Proceedings (such as evictions or collections with prior Landlords)
8. Criminal Background

Medical and educational expenses (such as student loans) are not factored into our qualifications.

**CO-SIGNER, ADDITIONAL SECURITY DEPOSIT, OR ADVANCED RENT**

Should select conditions arise with items 1,2, or 4 above, Bridgepoint Apartments will allow for the payment of advanced rent and/or an additional security deposit, or will permit a co-signer to sign a Lease Agreement. Such conditions include:

1. Adverse trade account history reported by credit bureau
2. Insufficient Income
3. Lack of Job Stability
4. Lack of Established Credit
5. Any outstanding balances to utility companies are paid

To use a co-signer, they must also complete an Application and pay the Application Fee. Criteria includes but not limited to having sufficient income (5x’s the monthly rental rate) and established credit references.

I have read the above, and give Bridgepoint Apartments permission to make any inquiries to obtain information necessary to approve my Application. I verify that everything listed in my Application is factual and understand that falsification of any information will result in denial of the Application and forfeiture of any monies paid.

[](https://www.google.com/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=0ahUKEwiy9qeT2tLVAhUJPCYKHWg9BwQQjRwIBw&url=https://wzplegal.com/practice-areas/fair-housing/&psig=AFQjCNFCO17VvvNe8xkI7Q4HT4wwaHihPA&ust=1502661926264261)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Applicant Date Occupant Over 18 yrs Old Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_

Occupant Over 18 yrs Old Date

** EMPLOYMENT AND LANDLORD**

**VERIFICATION FORM**

**APPLICANT INFORMATION**

EMPLOYER: This letter is in reference to a current employee that has filled out an application to live in our

community. Please fill out the employer section and return it as soon as possible via fax or email above.

LANDLORD: This letter is in reference to a current or former employee that has filled out an application to live in our

community. Please fill out the employer section and return it as soon as possible via fax or email above.

Dear Employer and/or Landlord,

I have applied for an apartment with Bridgepoint Apartments. Please release the information requested so that my application for residency may be processed.

Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last 4 Digits of Social Security Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee Identification Number (if any): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EMPLOYMENT VERIFICATION (Information to be filled by Employer ONLY)**

Name of Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant Job Title or Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Hire: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Currently Employed: ⃝ Yes ⃝ No

Position Type: ⃝ Full Time ⃝ Part Time ⃝ Contract Position ⃝ Seasonal Work

Hours Worked/Week: \_\_\_\_\_ Weekly Salary: \_\_\_\_\_\_\_\_\_/WEEK - OR - Hourly Rate: \_\_\_\_\_\_\_/ HR

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (\_\_\_\_\_\_) \_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_

Employer Signature Employer Title Employer Phone Number

**RENTAL VERIFICATION (Information to be filled by Landlord ONLY)**

Name of Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lease Holders Names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Total Occupants: \_\_\_\_\_\_\_\_\_\_

Monthly Rent: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Move-In Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Move-Out Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is the Rent Paid Current? ⃝ Yes ⃝ No # of times late: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Current Balance: $\_\_\_\_\_\_\_\_\_\_\_\_

Was the Lease Fulfilled? ⃝ Yes ⃝ No

Was Proper Notice Given? ⃝ Yes ⃝ No

Were any Legal Proceedings Filed? ⃝ Yes ⃝ No

Was there a Co-Signer? ⃝ Yes ⃝ No

Does the Resident Have Pets? ⃝ Yes ⃝ No

Did the Resident Have any Lease Violations? ⃝ Yes ⃝ No

Are there any Damages that You are Aware of? ⃝ Yes ⃝ No

Did the Resident Have any Pest Problems such as bed bugs? ⃝ Yes ⃝ No

Would You Rent to This Person Again? ⃝ Yes ⃝ No

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (\_\_\_\_\_\_) \_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_

Landlord Signature Landlord Title Landlord Phone Number