

Turnberry Townhomes
139 Leighton Drive, Thibodaux, LA 70301

RENTAL APPLICATION

PHONE #: (985) 446-9474 FAX #: (985) 446-9448

NOTE: All persons 18 years or older must complete a separate application.

\$45.00 APPLICATION FEE PER APPLICANT(Non-Refundable)

Application for Property Located at: _____

Desired date of Occupancy: _____ Monthly Rental Rate: _____ Lease Term: _____

PLEASE COMPLETE THE FOLLOWING QUESTIONS REGARDING THE APPLICANT

Name: _____
(last name) (first name) (middle name)

Present Address: _____
(street) (city) (state) (zip)

Email Address: _____

Present Phone #: _____ Type of Residence: _____ Length of Residence: _____

Present Landlord/Manager: _____ Phone #: _____ Monthly Rent: _____

Previous Landlord/Manager (if less than 2 yrs.) _____ Phone #: _____

Social Security Number: _____ Date of Birth: _____ Driver's Lic. #: _____ State: _____

Employer: _____ Supervisor: _____ Phone #: _____

Address of Employer: _____

Position: _____ Salary: _____ Hr/Wk/Mo/Yr/ Length of Employment: _____

Employment: Full Time _____ Part Time _____ Unemployed _____

If you have no salary, from what source will you pay your rent? _____

PLEASE COMPLETE THE FOLLOWING QUESTIONS REGARDING YOUR SPOUSE, ROOMMATE OR GUARANTOR

Name: _____
(last name) (first name) (middle name)

Present Address: _____
(street) (city) (state) (zip)

Present Phone #: _____ Type of Residence: _____ Length of Residence: _____

Email Address: _____

Present Landlord/Manager: _____ Phone #: _____ Monthly Rent: _____

Previous Landlord/Manager (if less than 2 yrs.) _____ Phone #: _____

Social Security Number: _____ Date of Birth: _____ Driver's Lic. #: _____ State: _____

Employer: _____ Supervisor: _____ Phone #: _____

Address of Employer: _____

Position: _____ Salary: _____ Hr/Wk/Mo/Yr/ Length of Employment: _____

Employment: Full Time _____ Part Time _____ Unemployed _____

If you have no salary, from what source will you pay your rent? _____
OTHER PERSONS WHO WILL OCCUPY THIS ADDRESS WITH YOU

Name _____ Relationship _____ Age _____ Sex _____

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***ONLY ALLOWED TWO AUTOMOBILES PER APRTMENT - NO BOATS, NO TRAILORS:**

Make of car _____ Year _____ License Plate # _____

Make of car _____ Year _____ License Plate # _____

*****IN CASE OF AN EMERGENCY, PLEASE NOTIFY*****

Name _____ Relationship _____

Address _____ Phone _____



By signing below, I/we authorize LATTER & BLUM PROPERTY MGMT. to make inquiries through the Credit Bureau and/or from my/our employer and other references: that I/we have supplied on this Rental Application. Applicant has deposited herewith the sum of \$ 400.00 , with LATTER & BLUM PROPERTY MGMT., which is hereby acknowledged, to be used at Owner/Agent's discretion and to be refunded as hereinafter provided in the Lease Agreement. In the event this application is approved, and applicant fails or refuses to enter into the contemplated Lease Agreement, Owner/Agent shall retain the said deposit as liquidated damages to cover the cost of taking and processing this application, removing the property from the market, and holding same for applicant. In the event this application is not approved by the Owner/Agent, this deposit will be promptly returned to the applicant.

This application is made with understanding that it is subject to acceptance by the owner and subject to execution by an officer of said company and delivery of a lease covering said premises. Please allow a minimum of 5 to 6 days to process your application for both credit and character references.

The above information is correct to the best of my knowledge. I have no objection to inquiries for the purposes of verification of the above statements. This includes a police check. It is understood that the above information will be held in strict confidence.

Contingencies: _____

Applicant

Date

Applicant

Date



*****WE DO BUSINESS IN ACCORDANCE WITH THE FEDERAL FAIR HOUSING LAW*****

APPLICATION VERIFICATION

****For Office Use Only****

1) RENTAL REFERENCE, CURRENT

Date _____
Landlord _____ Phone _____
Is rent paid on time? _____ Rent Amount _____
Length of residency? _____ Has lease expired? _____
Has required notice been given? _____
Would you rent to them again? _____

2) RENTAL REFERENCE, PAST

Date _____
Landlord _____ Phone _____
Is rent paid on time? _____ Rent Amount _____
Length of residency? _____ Has lease expired? _____
Has required notice been given? _____
Would you rent to them again? _____

3) EMPLOYMENT VERIFICATION

Employment verified by: _____ Phone _____
Is employment full time/permanent? _____

Length of employment _____ Salary _____

APPLICATION VERIFICATION SPOUSE/ROOMMATE/GUARANTOR

1) RENTAL REFERENCE, CURRENT

Date _____
Landlord _____ Phone _____
Is rent paid on time? _____ Rent Amount _____
Length of residency? _____ Has lease expired? _____
Has required notice been given? _____
Would you rent to them again? _____

2) RENTAL REFERENCE, PAST

Date _____
Landlord _____ Phone _____
Is rent paid on time? _____ Rent Amount _____
Length of residency? _____ Has lease expired? _____
Has required notice been given? _____
Would you rent to them again? _____

3) EMPLOYMENT VERIFICATION

Employment verified by: _____ Phone _____
Is employment full time/permanent? _____

Length of employment _____ Salary _____

INFORMATION VERIFIED BY: _____	DATE: _____
OWNER: _____ (ACCEPTED) _____ (REJECTED) _____	DATE: _____
OWNER'S COMMENTS: _____ _____	

***Employment Verification
Latter & Blum Property Management***

Employer Name

I, _____, authorize Turnberry Townhomes to verify my income and employment.

Applicant Signature

Date

Applicant SS#

Please complete the form below and fax to **985-446-9448**. Thank you for your prompt attention in this matter.

Sincerely,
Mark Badeaux
Property Manager
Turnberry Townhomes

Job Title _____

Hire date _____

Currently employed Y N

Gross Pay \$ _____

Is employee compensated for overtime? Y N
Average OT hours worked per week? \$ _____ **Rate \$ _____/hour**

Does employee receive any other compensation Y N
If yes, **tips** \$ _____ **bonus** \$ _____ **Other** \$ _____

Do you anticipate any layoffs in the next 12 months? Y N

Signature of Supervisor or H.R Director

Date

Print Name

Telephone

Latter & Blum Property Management

Residential Verification

I, _____, authorize **Turnberry Townhomes** apartment community to verify previous rental information.

Applicant signature

Date

If you would complete the form and fax back to our office at **985-446-9448**. Thank you for your cooperation.

Lease Term? _____ **Monthly Rental Amount?** _____

Lease term fulfilled Y N **Proper Notice Given?** Y N

Did the resident leave owing a balance or penalty? Y N
If yes, how much, and was amount paid \$ _____, Y N

Any damages to apartment? Y N

Any late payments? Y N **How Many?** _____

Any NSF checks? Y N **How Many?** _____

Any lease violations? Y N **Nature of these violations** _____

Any evictions filed? Y N **If yes, what reason?** _____

Any pets? Y N **Type of pet?** _____

Apartment Community

Person completing form

Date

Title

Turnberry Town Homes Resident Qualifications

Our credit policy is to thoroughly investigate everyone making application within a community managed by Latter & Blum Property Management, Inc. All financially responsible parties living in our apartment homes must be 18 years of age or older, qualify and sign a lease. Each applicant must qualify on his/her own ability and a picture ID will be necessary to verify applicant and addresses with the application. The following qualifications are to ensure uniformity in leasing standards to all applicants and compliance with local, state and federal governmental regulations.

1. **Rental History** – Applicant must have 2 years verifiable present and past rental and/or mortgage history. Positive rental is no more than two late payments and no more than one paid NSF check within the 2-year period. In addition the resident must have no resident problem issues with current or prior landlord. If an eviction was filed, your application is automatically declined.
2. **Employment / Income Verification** - We verify your employment; name of employer; length of employment; any anticipated layoffs; gross salary. You Gross Monthly Income must be 3 times the monthly rental amount. (to include a \$100.00 monthly variance). If unemployed, you must show proof of unearned income that meets required gross monthly income ratio. If self-employed, applicant must provide copies of immediate past (2) years IRS tax returns and current bank statement that supports income stated. If child support and/or alimony is to be considered as income to qualify, applicant must provide proof that child support has been received for the past six months and a copy of the court order to verify monthly amount awarded.
3. **Credit Report** - Applicant must have a good credit record with no late payments beyond 60 days. All credit must be rated acceptable per community guidelines. Should you have outstanding balances on utilities and/or apartment communities, a receipt showing proof that all balances have been paid in full is necessary to be considered for residency. Applicants with less than positive credit records, discharged bankruptcy, repossessions, or first time renters may be considered with additional deposits and/or prepaid rent if approved by management.
4. **Background/Police (Check):** All applicants 18 years or older residing at the community must have a Positive background. (This includes all lease holders and all occupants residing in the apartment.) A Negative Background Check will automatically disqualify an applicant. Positive Background is considered when: No record is found. All misdemeanor convictions will be evaluated based on the merit of the case. Negative Background Check will automatically disqualify an applicant. Includes any felony convictions or guilty pleas committed (includes 3rd offense or greater DWI convictions) –OR- Violent crimes such as murder, rape, armed robbery and any sexual crime against children or adults committed at any time.
5. **Non-U.S. Citizen** – You must qualify based on Numbers 1-4 above in addition to providing a temporary social security number as issued for a temporary work visa. Applicant's passport must be inspected to verify the time spent in the US is consistent with the residency disclosed on the rental application. We reserve the right, based upon our findings, to accept or reject your application.
6. **Vehicle Parking** – All vehicles must have current licenses and inspection stickers as required by Louisiana Law. No unlicensed or inoperable vehicles allowed on the property. Each apartment is allowed 2 automobiles and must be owned by resident. No boat, RV, trailer or commercial truck (more than 2 axles) storage allowed on the premises.
7. **Pet Approval** – No pets are allowed without management's prior written approval and payment of pet fee for each pet. There is a limit of no more than 2 pets allowed per apartment. Full-grown weight limits not to exceed 20 lbs and must meet all other Pet Requirements for approval.
8. **Occupancy Limits** - Number of occupants per apartment shall not exceed:
 - For 1 Bedroom – 2 persons
 - For 2 Bedroom – 4 persons
 - For 3 Bedroom -- 6 persons
9. **Fees Owed to Process Application** – Non-refundable application fee and administrative fee plus the security deposit must be paid with application in order to process for occupancy. Upon move in, a copy of all occupants 18 years or order's valid driver's license or state identification card will be made for your permanent file.

Disclaimer: All prospective residents are screened to meet the above qualifications based on information supplied by sources deemed to be reliable. There may be occasions wherein limited information is available or supplied for screening and events may have occurred since the application was obtained. We, therefore, do not warrant representation that these qualifications are absolute for all existing residents. Management also reserves the right to offer residency to Corporate Companies. Corporate companies may utilize an independent screening process in qualifying their occupants.

 Lessee

 Lessor

 Date:

 Date:

*If applying for residency via fax and / or mail a copy of a federally issued picture is required and all applications must be notarized.

