



GREENE 750 APPLICATION AND DOCUMENTATION CHECKLIST

General Requirements:

- ___ Application – Please fill out completely.
- ___ Statement of Rental Policy (Signed by Tenant)
- ___ Landlord Protect Credit Release (To be completed by all tenants/occupants over age 18) – This gives us permission to look up your credit, criminal reports, and social security number
- ___ Valid and Verifiable Proof of Citizenship or Eligible Immigration Status Identification. i.e., Passport, Visa or Drivers License, Social Security Card or ITIN#
- ___ Valid and Verifiable Proof of Income. i.e, Copy of two most recent pay stubs, prior year's tax return, or offer letter
- ___ Permission To Release Income and Employment Verification – to be completed by your employer
- ___ Rental History Verification Form - To be completed by current Landlord
- ___ Mortgage Contract of Sale if you have a mortgage and are selling your home
- ___ \$75 application processing fee (non-refundable) - Must be a Certified Bank Check or Money Order **(PERSONAL CHECKS WILL NOT BE ACCEPTED)** made out to **American Properties @ Bear Tavern, LLC.**

After Approval:

- ___ Signed lease and all supporting documents **MUST** be turned in within 14 days of approval of Rental Application along with a **Certified Bank Check or Money Order**, made out to **American Properties @ Bear Tavern, LLC** in the amount of **\$1,000** as a deposit that will go towards your first months' rent and hold the unit. If for ANY reason the tenant must break the lease prior to agreed upon move-in date, The Management will refund 50% (\$500) of the deposit, as the remainder will be used as an Administrative fee. The Management will allow tenant to break the lease without further penalty.
- ___ Proof and/or Updated Vaccinations from Veterinarian for Cat/Dog
- ___ Proof of Spaying/Neutering for Cat/Dog

I/we have read and understand the attached application process. I/we understand that the processing can be stopped at any point whenever the applicant fails to meet the guidelines.

Applicant's Signature

Applicant's Signature

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Applicant's Signature



STATEMENT OF RENTAL POLICY

We are an equal opportunity housing provider. We comply with the Federal Fair Housing Act and all applicable State housing laws. We do not discriminate against any person because of race, color, religion, sex, affectional or sexual orientation, disability, familial status, national origin, or source of income.

1. **Occupancy Guidelines.** Our occupancy standards are governed by the Township of Ewing, New Jersey.
2. **Rental Criteria.** To qualify for residency, you must meet the following criteria.
 - **Income.** Landlord requires income verification by receipt of the applicant's tax return for the year preceding the application and /or copies of the applicant's last two pay check stubs showing year to date income. If the applicant is retired or on social security documentation verifying this income will be required. If you do not meet the income requirements, a Cosigner or Cosigners will be required. A Cosigner should be able to afford their mortgage or rent along with your rent should you default on your account. Same credit history requirements apply as prospective tenant applying.
 - **Mortgage.** If you are selling a home and have a mortgage, we would require a fully executed copy of the Contract of Sale signed by both parties. This will enable us to accurately calculate the debt ratio based on the sale of the home.
 - **Rental history.** You must have a satisfactory rental history. If you have been evicted or have been sued for any lease violation, we will reject your application.
 - **Credit history.** Your credit record must be satisfactory. This means that any prior unpaid judgments or bankruptcies within two years prior to the application, or any unpaid credit accounts (excluding any unpaid accounts for medical services in an amount less than \$1000.00) will result in a denial of the application. If the credit report shows any accounts with habitual late payments (more than three (3) payments thirty (30) days late or more on any one account) or credit accounts closed by the creditor due to the applicants failure to pay in accordance with his agreement or which have been forwarded for collections within the last two years (excluding any unpaid accounts for medical services in an amount less than \$1000.00) this will also result in disqualification.
 - **Criminal history.** If you or any of your proposed occupants have ever been convicted of or plead guilty to a felony, (or in New Jersey a crime of the fourth degree or greater) we will reject you application. If you or any of your proposed occupants have been convicted of or plead guilty to a misdemeanor (or in New Jersey a disorderly persons offense) involving dishonesty, property damage, or violence within the past ten years, we will reject your application
3. **Application Process.** We evaluate every tenancy application in the following manner: You must sign an application form which confirms that you have read the application form which confirms that you have read the application instructions and you were advised of the new rent you will be charged. You must submit a rental application and answer all questions on the form.

Incomplete applications will be returned to the applicant. If they remain incomplete the application will be rejected.

In order for your application to be processed, you must pay a \$75.00 non-refundable application fee (includes credit check, criminal and social security check) for each application for tenancy that will live in the apartment. Once a completed application is received, we will then determine if you qualify for the tenancy. We will check your income and or credit history, employment and rental history to confirm that they meet our rental criteria and that they agree with our application.

If you meet our rental criteria, we will approve your application. The amount of time this process takes may vary depending upon the information required and the responsiveness of third parties to provide this information.

We will process an application only if proper identification for each person listed as a prospective tenant and resident is provided to the rental office. This includes a copy of the prospective residents' drivers' license.

I hereby acknowledge reading everything that has been typed above. I acknowledge that I understand it all, my questions have been answered by the Landlord's representative and I agree to comply with this application process. I acknowledge that if I find any of these requirements to objectionable, I have the right to seek housing elsewhere.

_____(Signature)

_____(Print Name)

_____(Date)

_____(Signature)

_____(Print Name)

_____(Date)

GREENE 750 AT BEAR TAVERN

APPLICATION FOR LEASE OF APARTMENT
Green 750 @ Bear Tavern
23 Wheldon Shivers Drive Ewing, NJ 08628

- Pet Building Y or N
 -Pet Y or N
 -Cat or Dog Pet Rent _____
 -Garage Y or N
 - Garage# _____
 -Lease Term _____
 -Incentives _____

Apt. No.: _____ Floor: _____
 Type of Apt. Size: _____
 Monthly Rental _____
 Security: _____
 Length of Lease _____ Yrs. _____ Mos.
 From: _____ To: _____
 Move-In Date: _____

Date: _____

IN ORDER TO RECEIVE PROMPT CONSIDERATION, THE APPLICATION MUST BE FILLED IN FULLY.

1. Name (print) _____ Age _____
 Cell Phone # _____ Work Phone # _____ Email: _____
 Present Address _____ City/ST _____ Zip _____
 Present Landlord _____ Phone No. _____
 How Long at Present Address _____ Present Rent _____ or Present Mtg. _____ Explanation _____
 Name of Employer _____ Position Held _____
 Address of Employer _____ City _____ Phone No. _____
 Length of Employment _____ Annual Salary _____ Supervisor _____
 Driver's License # _____ Car License Plate # _____ State _____

2. Name (print) _____ Age _____
 Cell Phone # _____ Work Phone # _____ Email: _____
 Present Address _____ City _____ SS or Visa # _____
 Present Landlord _____ Phone No. _____
 How Long at Present Address _____ Present Rent _____ or Present Mtg. _____ Explanation _____
 Name of Employer _____ Position Held _____
 Address of Employer _____ City _____ Phone No. _____
 Length of Employment _____ Annual Salary _____ Supervisor _____
 Driver's License # _____ Car License Plate # _____ State _____
 How many will occupy premises: Adults: _____ Children: _____ Child's Name(s) & Age(s) _____
 List any Charge Accounts _____
 Name of Bank _____ Town: _____

LIST ONE BUSINESS REFERENCE:

_____ Phone No.: _____

List two persons who will always know your whereabouts:

Name _____ Phone No. _____

Name _____ Phone No. _____

The applicant hereby represents that the above statements are true and are made to induce the landlord to lease him/her an apartment. If we hereby make application to enter into the standard apartment lease, for the apartment at the rental and for the term as hereinabove specified. If we understand that this application is subject to approval of the landlord. If this application is accepted, if we agree to sign a lease as herein requested for this apartment. Should this application not be approved, the landlord or its agent, shall not be responsible for any claim of damage. If we do not sign the lease submitted to me/us within seven days, the landlord or landlord's agent may, at their option, cancel this application. Applicant authorizes American Properties at Bear Tavern, LLC to run a credit report, criminal background check and social security card check.

Signature of Applicant(s)

1. _____ (L.S.)

2. _____ (L.S.)

**Core- Logic Safe-Rent
Landlord/Tenant Screening Service
Tenant Release Form**

The information on this page is to be completed by the prospective tenant(s) for the purposes of obtaining a rental lease.
(PLEASE PRINT CLEARLY)

<hr/> Applicant Name - First, Middle, Last	<hr/> Social Security Number	
<hr/> Current Address - City, State, Zipcode		
<hr/> Previous Address - City, State, Zipcode	<hr/> Birth Date - MM/DD/YYYY	
<hr/> Work Phone Number	<hr/> Extension	<hr/> Home Phone Number

I Hereby grant the above apartment/landlord/realtor, whichever is applicable, and its designee, Landlord Protect, a credit reporting agency, the right to process this credit application for the purpose of obtaining a rental lease and/or the renewal of an existing lease based on the dates and terms of the lease. In compliance with the FAIR CREDIT REPORTING ACT, this notice is to inform you that the processing of this application includes but is not limited to making inquiries deemed necessary to verify the accuracy of the information herein, including procuring consumer reports from consumer reporting agencies, obtaining credit information from other credit institutions and criminal background checks from appropriate law enforcement agencies. You have the right to make a written request within a reasonable period of time to receive additional information about the nature of this investigation. The undersigned agrees that this application shall remain the property of the apartment complex, landlord or realtor regardless if rental lease is granted or renewed.

(Applicant Signature)

(Date)

ConsumerRelations@safereent.com
888-333-2413

Thank you for choosing Safe-Rent

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Work Phone Number	Extension	Home Phone Number

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(Applicant Signature)

(Date)

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888-333-2413

Thank you for choosing Safe-Rent

PERMISSION TO RELEASE INCOME AND EMPLOYMENT VERIFICATION

Name: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Home Ph: _____ Cell Ph: _____

I, _____, hereby grant permission to release income and employment verification to Green 750 C/O American Properties Realty, Inc. 517 Route One South, Iselin, New Jersey 08830.

Please fax this completed and signed verification to: 609-403-6883.

THIS SECTION TO BE COMPLETED BY YOUR EMPLOYER

Employee Name _____ Job Title _____

Presently Employed Yes ___ Date ___

Current Wages/Salary \$ _____ (circle one) hourly weekly bi-weekly

semi-monthly monthly yearly other _____

Average # of regular hours per week _____ Year-to-date earnings \$ _____ through ____/____/____

Overtime Rate \$ _____ per hour Average # of overtime hours per week _____

Commissions, bonuses, tips, other \$ _____ (circle one) hourly weekly

bi-weekly semi-monthly monthly yearly other

List any anticipated change in the employee's rate of pay within the next 12 months _____ Effective date _____

Company Name _____

Signature _____

Date _____

Print Name/Title _____

Tel. # _____

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