



# HOUSING APPLICATION FORM

This application is not a lease or housing agreement. A lease must be signed in order to form a contract. A valid form of identification will be required and, if you are self-qualifying, proof of income.

Each applicant over the age of 18 must submit a separate rental application. All applicants will be subject to a background and credit check.

Spaces may be held temporarily, but are not guaranteed until a lease has been signed by all parties.

## STUDENT INFORMATION

FIRST NAME:	MIDDLE:	LAST:
DATE OF BIRTH:	GENDER:	SOCIAL SECURITY NUMBER:
DRIVER'S LICENSE NUMBER:	STATE ISSUED:	
COUNTRY OF CITIZENSHIP:	PASSPORT NUMBER:	COUNTRY ISSUED:
E-MAIL ADDRESS:	LOCAL/CELL NUMBER:	

## CURRENT ADDRESS

STREET:	CITY, STATE, ZIP:
YEARS AT THIS ADDRESS:	COMMUNITY NAME:
MONTHLY RENT:	

## PERMANENT ADDRESS

STREET:	CITY, STATE, ZIP:
YEARS AT THIS ADDRESS:	

## ROOMMATE INFORMATION

ROOMMATE #1	FIRST NAME:	LAST NAME:
	PHONE NUMBER:	EMAIL ADDRESS:
ROOMMATE #2	FIRST NAME:	LAST NAME:
	PHONE NUMBER:	EMAIL ADDRESS:
ROOMMATE #3	FIRST NAME:	LAST NAME:
	PHONE NUMBER:	EMAIL ADDRESS:

## REQUESTED TERM

TERM: <input type="radio"/> ANNUAL <input type="radio"/> FALL <input type="radio"/> SPRING <input type="radio"/> IMMEDIATE
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## FLOOR PLAN SELECTION

- 2 BEDROOM, 2 BATH
- 4 BEDROOM, 4 BATH
- 4 BEDROOM, 4 BATH XL

**RENTAL HISTORY**

- Have you ever been evicted or left an apartment owing a landlord money?  Yes  No
- Have you signed a lease and not moved in any time in the last 2 years?  Yes  No
- Have you ever filed for bankruptcy?  Yes  No

**CRIMINAL HISTORY**

- Have you ever been convicted of a felony?  Yes  No
- Have you ever been convicted, plead guilty, plead no contest, received probation, deferred adjudication, court-ordered community supervision for a misdemeanor involving violence, theft, or sexual misconduct?  Yes  No

**EMERGENCY CONTACT INFORMATION**

FIRST NAME:	LAST NAME:
RELATIONSHIP:	
ADDRESS:	CITY/STATE/ZIP:
EMAIL:	PHONE NUMBER:

Check here if this Emergency Contact is also your Guarantor. If not fill in the form below.

**GUARANTOR CONTACT INFORMATION (FILL OUT ONLY IF GUARANTOR IS DIFFERENT THAN EMERGENCY CONTACT)**

FIRST NAME:	LAST NAME:
RELATIONSHIP:	
ADDRESS:	CITY/STATE/ZIP:
EMAIL:	PHONE NUMBER:

If you are not planning on providing a guarantor, you will need to provide proof of income.

EMPLOYER:	CURRENT POSITION:
ANNUAL INCOME:	EMPLOYER ADDRESS:

I am an international student and will be providing an i-20 form as well as required pre-payments, instead of a guarantor.

I represent that the information provided above is accurate and complete. I authorize Landlord and its agent to use reasonable and necessary means, including any credit reporting agency, current and previous employer, current and former landlord, law enforcement agency, any check authorization agency, and state employment security agency. This application is not a lease or agreement for residency, only a fully signed and executed lease will be binding on owner.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

By signing this application, you agree to receive our latest offers, deals, and updates on availability via email and text message. You may stop receiving communication by following the unsubscribe options presented in the messages. Regular rates and data charges will apply for text messages.

## ROOMMATE MATCHING FORM

### RESIDENT PROFILE

FIRST NAME	LAST NAME
PHONE NUMBER	EMAIL ADDRESS

UNIVERSITY/COLLEGE ATTENDING	MAJOR
FALL 2021 CLASS STANDING	<input type="radio"/> FRESHMAN <input type="radio"/> SOPHOMORE <input type="radio"/> JUNIOR <input type="radio"/> SENIOR <input type="radio"/> GRAD

DO YOU SMOKE? <input type="radio"/> YES <input type="radio"/> NO
DO YOU DRINK? <input type="radio"/> YES <input type="radio"/> NO
DO YOU STUDY FROM HOME? <input type="radio"/> OFTEN <input type="radio"/> SOMETIMES <input type="radio"/> NEVER
HOW MANY DAYS/NIGHTS PER WEEK WOULD YOU SAY YOU ENTERTAIN GUESTS?
HOW OFTEN DO YOU CLEAN YOUR APARTMENT? <input type="radio"/> DAILY <input type="radio"/> WEEKLY <input type="radio"/> EVERY TWO WEEKS <input type="radio"/> NEVER
HOW WOULD YOU DESCRIBE YOURSELF <input type="radio"/> RESERVED <input type="radio"/> SOMEWHAT RESERVED <input type="radio"/> SOMEWHAT OUTGOING <input type="radio"/> OUTGOING
AFFILIATED GROUPS AND ORGANIZATIONS:
SOCIAL MEDIA HANDLES - INSTAGRAM:                      FACEBOOK:                      SNAPCHAT:
DO YOU HAVE PET ALLERGIES? <input type="radio"/> YES <input type="radio"/> NO
ARE YOU WILLING TO LIVE WITH A PET? <input type="radio"/> YES <input type="radio"/> NO
ARE YOU WILLING TO LIVE IN A CO-ED APARTMENT? <input type="radio"/> YES <input type="radio"/> NO

DO YOU HAVE A PREFERENCE ON FLOOR LEVEL (1-4)?
LIST ANY OTHER PREFERENCES
PREFERRED CONTACT INFORMATION TO SHARE WITH POTENTIAL ROOMMATES: <input type="radio"/> EMAIL ONLY <input type="radio"/> PHONE ONLY <input type="radio"/> BOTH

I understand that management will attempt to match me as closely as possible with potential roommates, based on the information outlined above, and that compatibility with assigned roommates or placement is not guaranteed. Furthermore, I understand that placement with requested roommates is not guaranteed unless requested roommates complete an application and sign a lease in ample time to be placed in the same apartment.

I authorize Monarch 716 student living to share my contact information with other current or future residents, for the sake of roommate matching.

\_\_\_\_\_  
 APPLICANT SIGNATURE

\_\_\_\_\_  
 DATE

## QUALIFICATION GUIDELINES

1. All applicants must submit a fully completed and signed application form for each occupant that is 18 years of age or older, along with any required application fees. All applicants that are not registered university or college students, or those that apply with a spouse and/or child at the time of application will be required to lease the entire apartment. A criminal background check will be performed on all applicants.
2. Each applicant will be required to provide a qualified guarantor with a valid Social Security number. In order to qualify, the guarantor must have a monthly income that is at least 4 times the monthly rental amount and pass a credit check. If the applicant is unable to provide a qualified guarantor, the applicant may qualify by either self-qualifying or providing copies of an approved I-20 form, Passport, and USA Visa. In order to self-qualify, the applicant must provide proof of income that is at least 3 times the monthly rental amount and pass a credit check.
3. Applicant's failure to submit an approved guarantor, or any of the listed alternatives does not release them from the financial obligations tied to their executed lease agreement.
4. The following items may cause an application to be denied:
  - A. If applicant's criminal background check returns findings of conviction; no contest plea; probation; deferred adjudication; court-ordered community supervision or pre-trial diversion for a felony of any sort, or a misdemeanor involving theft, violence, or sexual misconduct.
  - B. If applicant's rental history verification returns findings of eviction, outstanding collections, habitual late payments, or moving while owing a previous landlord money.
  - C. If applicant's credit history check returns liens, bankruptcy within the last 7 years, judgments, or slow pays.
5. Any exceptions to these criteria may require additional conditions to be fulfilled, such as advance payment of lease charges and additional security deposits, and may be granted solely in the discretion of the landlord and its agent.