

# **HABITAT 2000**

**(843) 669-2248**

**838 Parker Drive  
Florence, SC 29501**

## **Dear Apartment Applicant:**

We take pride in our management and in our apartment communities. We actively seek good residents to make their homes with us, and we strive to provide the best services we possibly can while they live in the community we manage.

We screen our applicants very carefully, and we completely verify all information provided to us on the rental application you complete, and from other sources available to us. We run a credit report, we verify employment, and we check previous rental history.

The screening and verification process is used for every applicant the same way – fairly, consistently, uniformly. We work very diligently to observe both the spirit and the letter of the fair housing laws – not just because they are the law of the land, but because we sincerely believe, personally and as a company, in fair housing and equal opportunity in fair housing for everyone.

An applicant who passes the screening criteria is offered an apartment when a suitable apartment is available. An applicant who does not satisfy the screening criteria is not accepted as a resident.

By submitting an application for an apartment in our community, you acknowledge that these checks and verifications will be done, and give your permission for us to do so.

Please completely fill in your application. If you do not provide us with complete information, we will not be able to process the application successfully. If there is any item on the application that you do not understand, please ask for assistance from the Manager. If there is additional information that you feel might be of assistance to us in processing your application, please let us know. We are here to be of service to you and to others seeking housing.

We welcome your suggestions as to how we might do that task better and more efficiently. We will do our best to process your application quickly and give you an answer within a reasonable time.

Please sign and date this letter where indicated below and give it to the Manager. The Manager has additional copies if you would like to keep a copy for your files. Thank you for submitting an application at our community; we sincerely hope that you will be a long-time resident with us.

Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

## Residential Application

Date of Application \_\_\_\_\_

Desired Move-In Date \_\_\_\_\_

How many will be occupying the apartment (relationship and ages)

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

## Personal Information

Applicant's full name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_

Driver's License no. \_\_\_\_\_

## Residence History

Present address \_\_\_\_\_  
street city state zip code

Present Telephone No. \_\_\_\_\_ Length of time at address \_\_\_\_\_

Present landlord or mortgage holder \_\_\_\_\_ Phone # \_\_\_\_\_

Amount of rent \_\_\_\_\_ Reason for moving \_\_\_\_\_

Previous address \_\_\_\_\_  
street city state zip code

Length of time at address \_\_\_\_\_

Landlord or mortgage holder \_\_\_\_\_ Phone # \_\_\_\_\_

Amount of rent \_\_\_\_\_ Reason for moving \_\_\_\_\_

## Employment Information

Employed by \_\_\_\_\_ How long \_\_\_\_\_

Employer's Address \_\_\_\_\_

\_\_\_\_\_ Telephone \_\_\_\_\_

Position Held \_\_\_\_\_ Department \_\_\_\_\_

Supervisor \_\_\_\_\_ Present Gross Income \$ \_\_\_\_\_ per \_\_\_\_\_

\* If self employed, you must show verification of income and business license.

## Additional Information

Number of Vehicles \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No. \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No. \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No. \_\_\_\_\_

Insurance Company: \_\_\_\_\_

**\* ALL VEHICLES MUST BE INSURED IF PARKED ON HABITAT 2000 PROPERTY.**

Pets? ( ) Yes ( ) No      Name of Pet \_\_\_\_\_ Breed \_\_\_\_\_

Name of Pet \_\_\_\_\_ Breed \_\_\_\_\_

Total of 2 pets allowed.

Weight \_\_\_\_\_ Name of Vet \_\_\_\_\_

**\* No snakes of any kind allowed on Habitat 2000 property.**

Waterbed ( ) Yes ( ) No      \* Deposit or proof of insurance required.

Aquarium ( ) Yes ( ) No      \* There is a 30 gallon limit on aquariums in upstairs units.

In case of personal emergency, notify: \_\_\_\_\_

Relationship \_\_\_\_\_ Address \_\_\_\_\_

Telephone(s) \_\_\_\_\_

Please tell us any other information about yourself that might help us evaluate your application:

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## Authorization

In considering this application from you, management will rely heavily on the information which you have supplied. It is important that the information be accurate and complete. By signing this application, you represent and warrant the accuracy of the information, and you authorize management to verify any references that you have listed.

Signed \_\_\_\_\_ Date \_\_\_\_\_