

# DO YOU QUALIFY?

## Age & Identity:

Applicant must be of legal age, 18 years or older, and must be able to verify identity by providing both a social security card and valid driver's license or state-issued identification card. We are unable to accept identifications which have been issued outside of the U.S.

## Occupancy:

For reasons of health and safety, occupancy guidelines permit a maximum of four (4) people per household.

## Pets:

A limit of two pets is permitted per household - certain restrictions and charges apply. Landlord may require a DNA genetic analysis as evidence of the dog's breed prior to approving. Chow-Chow dogs also known as Songshi-Quan, and Pit Bull dogs also referred to as American Staffordshire Terrier, Staffordshire Bull Terrier, Bull Terrier or American Pit Bull Terrier, or any dog with a mix thereof, are STRICTLY PROHIBITED. Dogs which display similar physical traits or characteristics to the dog breeds listed herein shall be treated as prohibited breeds. Applicants with a dog must supply a current photograph of dog and copy of Rabies Vaccination records along with the Rental Application. All dogs must meet with office staff for a dog interview and receive written approval prior to being brought on premises. If staff determines that the dog displays any troubling or aggressive behavior, permission will not be granted. All pets will be considered on a case-by-case basis at the sole discretion of Landlord.

## Credit history:

Items including, but not limited to, the following will adversely affect an overall credit payment performance: Late payments, bankruptcy, charged off accounts, collections, judgments, foreclosure, repossession, tax liens, length of credit history, number of credit inquiries, high credit balances/credit utilization, payday loans, pawn shop loans and auto title loans, and credit counseling debt management services. (An applicant with no credit history, or with a positive credit history that is limited, will require a qualified \*Co-Signer. Derogatory credit will disqualify.)

## Income:

Each applicant's \*gross income (\*adjusted gross income (AGI) for self-employed applicants) must be at least three (3) times the rental amount. Applicant's Debt-to-Income ratio (DTI) must not exceed fifty percent (50%) of said earnings. Income and Employment must be verifiable. Foreign income must be reported on U.S. tax return. Temporary income is not adequate. Applicant must supply any/all financial documentation that is deemed necessary by Habitat 2000. Employed applicants must attach last two paystubs indicating Year-to-Date earnings. Self-employed applicants must attach complete personal Federal tax return for previous tax year. Other documentation that will be considered include Current Social Security Benefit Statement, Retirement/Pension Distribution Statement Court Ordered Awards Letter, other official Permanent Benefit Verification Letter, and/or New Employment Acceptance Letter (must be on company letterhead, include company contact information, guaranteed salary or hourly wage with minimum number of hours to be worked, and hire start date). If combining incomes, both applicants must apply as Head of Household and all debts will be combined when calculating DTI.

## Residential History:

Current/Previous residence(s) for the preceding twelve months is required (must be located within the Continental United States – 48 Contiguous States). Residential history must be verifiable and Current/Previous landlord references cannot be family members or friends. Applicants must have an excellent rental payment history and have fulfilled all terms of the lease agreement. If the applicant owns or has recently sold a residence, proof of ownership of said residence and the real property that it is affixed to will be required. A timely tax payment history is necessary and, if a mortgage was applicable, then an excellent mortgage payment history is necessary. Any unsatisfied rental/mortgage debt, record of lease violation/notice, late payment/insufficient check payment history, failure to maintain cleanliness of premises or other property damage/negligence, illegal acts, court action, eviction, or other non-compliance will disqualify. (An applicant with no rental or ownership history as stated above will require a qualified \*Co-Signer.)

## Deposit Against Damages:

A deposit against damages equal to one and one-half (1 ½) month's rent is required.

## Criminal History:

Any Applicant found to be on a Sex Offender Registry or Terrorist database will automatically disqualify. Additionally, at the sole discretion of Habitat 2000, a background check cannot suggest that any applicant may endanger the safety, security, or welfare of others.

\*Co-Signer Rental Application is available upon request

## Approval will be at the sole discretion of Habitat 2000.

All applications will be considered fairly and consistently. Information obtained through credit bureau reporting files, consumer data, and other private and public sources will be heavily relied upon.



**Habitat 2000**  
**838 South Parker Drive**  
**Florence, SC 29501**  
**(843) 669-2246**

We're so happy that you would like to make Habitat 2000 your home! Please complete the attached *Rental Application* in its entirety, and return with the required application fee, proof of income, and signed *Landlord Rental History Release* form. Your application will be processed and you will be notified of our determination as promptly as possible. Unfortunately, partially complete submissions will not be processed.

The application fee is non-refundable, even if the application is rejected. All prospective household occupants that are 18 years of age or over (and Co-Signer if applicable) must apply. **Application fees must be made payable by money order or bank cashier's check only.** Personal checks or credit/debit cards cannot be accepted.

As a potential Landlord, we must be able to verify your identity and review your detailed credit history report as part of our qualifying process. Applicants must provide both a valid driver's license or state-issued identification card and social security number. We are unable to accept identifications which have been issued outside of the U.S.A. If you have placed a Credit/Security Freeze or Fraud Alert with one or more of the Credit Reporting Agencies, you must request that your report is accessible to us. Please note that it may take the Credit Bureau(s) several days to process and complete your request. If we attempt to process your application but are unable to gain access to your credit history report due to a Credit/Security Freeze or Fraud Alert, your application will be rejected and you will be required to pay another application fee if you wish to resubmit.

**APPLICANT TAKE NOTICE:**

Each Tenant on the Lease will be held jointly and severally liable for all terms and obligations under a single written Lease. Joint and several liability means that each Tenant takes full financial responsibility and will be held solely liable for the entire amount of rent or other charges due, for fulfilling all conditions of the lease, and for any/all damages to the rental.

A Roommate is not named as the Tenant but has received the approval to reside in said apartment. While private agreements between Tenant and Roommate may avoid problems by specifying the financial obligations and personal responsibilities of each to the other, Tenant is strongly cautioned that such agreements are not binding on the Landlord. Tenant understands and agrees that any violations to the Rules & Regulations created by a Roommate and their guests/visitors may jeopardize the Tenant's tenancy, and further, Tenant will be held solely liable for any damages caused by the Roommate and their guests/visitors.

By placing my initials below, I acknowledge that I have read and understand the information as stated above.

(Initials) \_\_\_\_\_



We have the same standards for all applicants and do business in accordance with The Federal Fair Housing Law. It is illegal to discriminate against any person because of Race, Color, Religion, Sex, Handicap, Familial Status, or National Origin.



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**RENTAL APPLICATION**

Today's Date: \_\_\_\_\_ Preferred move-in date: \_\_\_\_\_

**Applicant Name** (First, Middle, Last): \_\_\_\_\_  
 Present Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 Telephone number (home): \_\_\_\_\_ (cellular): \_\_\_\_\_ (work): \_\_\_\_\_  
 Email address: \_\_\_\_\_  
 Driver's License Number: \_\_\_\_\_ State of Issue: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_  
 Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 Have you ever used any other names/aliases? If yes, indicate here: \_\_\_\_\_  
 Are you a U.S. Citizen? (circle one) Yes No  
 Have you been convicted of any crime in the past ten (10) years? If yes, please list: \_\_\_\_\_

Name of present employer: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Supervisor's name: \_\_\_\_\_  
 Position held: \_\_\_\_\_ Date started: \_\_\_\_\_  
 Gross Income Amount: \_\_\_\_\_ Frequency: (circle one) weekly or bi-weekly or monthly  
 Attach last two paystubs, if self-employed attach complete Federal tax return for previous tax year

If date started is less than three (3) years, name of previous employer: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Supervisor's name: \_\_\_\_\_  
 Position held: \_\_\_\_\_ Date started: \_\_\_\_\_ Date ended: \_\_\_\_\_  
 Gross Income Amount: \_\_\_\_\_ Frequency: (circle one) weekly or bi-weekly or monthly

Income from other sources:  
 \*Source: \_\_\_\_\_ Duration: \_\_\_\_\_ Monthly Amount: \_\_\_\_\_  
 \*Source: \_\_\_\_\_ Duration: \_\_\_\_\_ Monthly Amount: \_\_\_\_\_  
 \* Income from Social Security, retirement, disability, alimony, child support or separate maintenance agreement need not be disclosed if you do not wish to have it considered as a basis for paying rent

Present landlord or mortgage company name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone number: \_\_\_\_\_  
 Monthly rent or mortgage amount: \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_

\*\*\*If less than three (3) years,  
 Previous landlord or mortgage company name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone number: \_\_\_\_\_  
 Monthly rent or mortgage amount: \_\_\_\_\_  
 From \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

How did you hear about us?  Apartments.com  Social Media  On-Site Signage  Familiar with local apartments  
 Other (Please list any current tenants that may have referred you) \_\_\_\_\_

Personal References, please provide two:

Name	Address	Telephone Number

List all occupants that will be residing in the apartment, either temporarily or permanently, including self:

**A separate application must be completed for all persons 18 years of age and over**

Name	Relationship	Date of Birth
	<i>Self</i>	

Have any of the occupants listed above ever: (If yes, indicate which occupant and explain)

Filed or in the process of filing a bankruptcy? No \_\_\_\_\_ Yes \_\_\_\_\_

Convicted of a felony or major misdemeanor? No \_\_\_\_\_ Yes \_\_\_\_\_

Received deferred adjudication for a felony? No \_\_\_\_\_ Yes \_\_\_\_\_

Been evicted or a defendant in any Landlord action? No \_\_\_\_\_ Yes \_\_\_\_\_

Broken a lease? No \_\_\_\_\_ Yes \_\_\_\_\_

Owe any balance to any previous Landlord? No \_\_\_\_\_ Yes \_\_\_\_\_

List any/all pets, either permanent or temporary/visiting, that any household member either have or expects to have:

**Vaccination records, for dogs, and a current photograph, of each pet, MUST be submitted with the application**

Pet Name	Species (Cat/Dog/Etc.)	Breed	Adult Weight	Current Age

List all vehicles to be parked on Habitat 2000 premises (All vehicles must be legally licensed, registered, and insured):

Year	Make	Model	Color	License Plate No.

Emergency Contacts, please provide two:

Name	Telephone Number	Address	Relationship

In connection with my rental application with you, I hereby release and authorize Habitat 2000 LLC, its employees, officers, agents, and directors to make any credit, employment, current and former rental history, criminal background, and reference inquiries as deemed necessary by them, whether from private or public sources. I understand that this notice will also apply to any further update reports that may be requested. I hereby release Habitat 2000, LLC, its officers, members, agents, directors, and employees from any claim(s) that might arise in the future from this authorization. Further, I certify that the information stated is true and complete, and has been furnished by me/us knowing that you intend to rely on it in considering my/our application. I also understand that any false or misleading information provided will be immediate cause for rejection of the applicant(s).

**Office Use Only**

Date Received	Amount	Description

\_\_ 1<sup>st</sup> Floor \_\_ 2<sup>nd</sup> Floor \_\_ Tile \_\_ Carpet \_\_ Any

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



Habitat 2000

838 South Parker Drive, Florence, SC 29501  
(843) 669-2246

LANDLORD RENTAL HISTORY RELEASE

Applicant's Name(s): (please print) \_\_\_\_\_

In consideration of my rental application, I /We hereby release and authorize Habitat 2000, LLC, its employees, officers, agents and directors to contact and request information from any current or previous landlord for the purpose of gathering my rental history information.

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

**!!! APPLICANT STOP !!! DO NOT FILL OUT THE REMAINDER OF THIS FORM.  
HABITAT 2000 WILL CONTACT PREVIOUS LANDLORD TO COMPLETE BOTTOM PORTION.**

The above named has applied for an apartment at Habitat 2000. To process their application, we would appreciate it if you would complete the information below and return it to us by fax at (843) 669-8645 or by Email at info@habitat-2000.com. If you have additional information that may help in our decision, please feel free to add your comments or give us a call at (843) 669-2246. Thank you!

Landlord's Name: \_\_\_\_\_

Landlord's Phone # (\_\_\_\_) \_\_\_\_-\_\_\_\_ Fax # (\_\_\_\_) \_\_\_\_-\_\_\_\_

Apartment Community Name, if applicable: \_\_\_\_\_

Was the above named on the lease? YES / NO

How many household occupants resided? \_\_\_\_\_

Any household pets? YES / NO If yes, how many and what type? \_\_\_\_\_

Are you related to or friends with the above named or any of their household occupants? YES / NO

What were the start and end dates of the lease? From \_\_\_\_\_ to \_\_\_\_\_

What was the monthly rental amount? \$ \_\_\_\_\_

Is there any money owed? YES / NO

Were there any late payments? YES / NO If yes, number of late payments: \_\_\_\_\_

Were any checks returned as NSF? YES / NO If yes, number of NSF checks: \_\_\_\_\_

Did you or will you have to withhold part or all of the deposit because of damages? YES / NO If yes, why? \_\_\_\_\_

Have you had to give the tenant a notice at any time during their tenancy? YES / NO If yes, for what reason? \_\_\_\_\_

Have you ever received any complaints from neighbors of this tenant? YES / NO If yes, what kind? \_\_\_\_\_

Was the tenant asked to vacate? YES / NO If yes, why? \_\_\_\_\_

Would you rent to this/these person(s) again? YES / NO

Additional information/comments: \_\_\_\_\_

\_\_\_\_\_  
Name of person providing information

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date