



LANDLORD REFERENCE

Dear Landlord Agent,

_____ Has applied for an apartment at our community and your name was given as a previous or current landlord. We would appreciate your cooperation in determining whether this individual will meet our qualifying criteria. Please complete this form and return it to us at your next convenience. You can fax to us at (616) 844-4324 or you may mail it to us at 15056 Elizabeth Jean Ct. Grand Haven, MI 49417. If you have any questions, or cannot supply this information, please contact our office at the phone number listed at the bottom of this page. Thank you!

MY SIGNATURE BELOW AUTHORIZES YOU TO RELEASE THIS INFORMATION.

Prospective tenant

Date

- Please verify this person was/is a resident at the address indicated:

- Are they a _____ current or _____ former resident?
 What was their monthly rate? _____
 How long did they live there? _____
 If they are on a current lease, please state the lease expiration date: _____
 Number of late payments in the last 12 months: _____
 Number of non-sufficient funds payments received in the last 12 months: _____
 Did you receive any complaints regarding this person/persons, their guests, pets, or apartment? _____ If so, please describe: _____

- Have they given proper notice to vacate? _____
 Would you rent to them again in the future? _____

Signed

Title

Print Name

Date



EMPLOYMENT VERIFICATION

Employee Name: _____

Social Security Number: _____

Employed by : _____

Position _____ Years of Employment _____

Business Address: _____

Phone Number: _____

Name of Supervisor: _____

Current Wages _____ per _____ number of hours _____

Pay Schedule: _____ Weekly _____ Monthly _____ Bi- _____

Other Compensation: _____

Signed: _____ Date: _____
(Supervisor's Signature)

Title: _____ Phone #: _____

TIMBERVIEW APARTMENTS RESERVES THE RIGHT TO VERIFY THE ABOVE INFORMATION AND WILL KEEP ALL INFORMATION IN CONFIDENCE. I HEREBY AUTHORIZE THE RELEASE OF THE ABOVE INFORMATION:

Applicant's Signature _____ Date _____

**** IF SELF EMPLOYED, YOU MUST PROVIDE A COPY OF A TAX STATEMENT**



ADDENDUM TO RENTAL APPLICATION

Have you or any member of your household ever been convicted of or pleaded guilty or “no contest” to a felony or common law crime (whether or not resulting in a conviction)?

Yes _____ No

Have you or any member of your household ever been convicted of or pleaded guilty or “no contest” to a sexual offense (whether or not resulting in a conviction)?

Yes _____ No

BY SIGNING THIS APPLICATION, YOU DECLARE THAT ALL OF YOUR RESPONSES ARE TRUE AND COMPLETE AND AUTHORIZE OWNER/LANDLORD TO VERIFY THIS INFORMATION THROUGH ANY SOURCE THAT IT DEEMS APPROPRIATE. ANY FALSE STATEMENT ON THIS FOR CAN LEAD TO REJECTION OF YOUR APPLICATION.

REFUSAL TO SIGN THIS ADDENDUM WILL RESULT IN REJECTION OF YOUR APPLICATION.

Signature

Date

Printed Name

Property Representative

Date

