

# F & W PROPERTIES

---

753 E. BROAD ST.  
COLUMBUS, OHIO 43205  
614/224-6663  
FAX 614/221-5496

## *IF YOU WOULD LIKE TO RENT AN APARTMENT:*

- 1.) AFTER YOU HAVE SELECTED AN APARTMENT, YOU PAY THE REQUIRED APPLICATION FEE AND THE FULL SECURITY DEPOSIT. THIS HOLDS THE APARTMENT EXCLUSIVELY FOR YOU UNTIL THE MUTUALLY AGREED UPON DATE AS TO WHEN RENT IS TO BEGIN.

Single Applicant	\$25.00 EACH
Married Couple	\$35.00

- 2.) IF YOUR APPLICATION IS TURNED DOWN, WE WILL RETURN THE SECURITY DEPOSIT AS SOON AS POSSIBLE.

THE APPLICATION FEE IS NON-REFUNDABLE.

- 3.) IF YOU CHANGE YOUR MIND, YOUR SECURITY DEPOSIT WILL NOT BE REFUNDED.

**PLEASE NOTE:** We will be obtaining a consumer credit report that will be taken into consideration when reviewing your application.

**RENTAL CRITERIA**

1. Below are some of the guidelines for renting apartments. Complete guidelines are available in the rental office:
  - A. Currently in Bankruptcy is automatic disqualification. We will not allow a Co-signor for this.
  - B. Eviction within the last 4 years is automatic disqualification. We will not allow a Co-signor for this.
  - C. You must **gross** 3 times the monthly rent and be employed in Central Ohio.
  - D. You must have more good than bad credit and rental history.
  - E. All residents over 18 must complete an application.
  - F. If you are not a U. S. citizen we require a copy of your passport and visa.
  - G. Conviction or more than 1 arrest in the past 3 years for burglary, violent crimes, damaging property, fraud, sex offenses or drug related crimes are automatic disqualification. Also, any open warrants, pending or active criminal case is automatic disqualification. We will not allow a Co-signor for this.
  
2. A copy of your drivers' license is needed. We prefer to receive that upon receipt of your application. If this is not possible, **we must** receive it at the lease signing.
  
3. Completed applications are processed in the order received. To be complete, the application must be filled out in full and signed with an application fee. Faxed applications are not complete until the fee is received. If more than one person will be living in the apartment, we will allow up to 24 hours for the additional person (s) to bring the application fee.

**CONSENT AGREEMENT**

I/we hereby consent to and authorize any representative of F & W Properties and/or their agents to obtain, verify and exchange information on any reports concerning me as are maintained by, but not limited to: City, County, State, Federal Law enforcement agencies, credit reporting agencies, present and/or past employers, present and/or past residences. I understand that any information obtained may be considered by DSI Properties and/or their agent in their sole discretion, as a factor in decisions they make, with respect to the apartment/house for which I am applying.

Furthermore, I hereby release and hold harmless: agents, owners and affiliates of, but not limited to their officers, directors, employees, agents, law enforcement agencies, credit reporting agencies, present and/or past employers, residencies, their officers, employees and/or agents that shall provide information to F & W Properties upon request, from and against any and all claims, demands suits or expenses arising from or related to the content validity or handling of said reports.

I/we hereby certify that information contained in this application for lease is accurate, full and complete. Any discrepancy or lack of information will result in immediate rejection of this application. I/we understand that this is an application for an apartment and does not constitute a lease agreement in whole or in part. Once an application is approved a lease must be signed within 48 hours, and apartment if ready can be held no longer than 2 weeks.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

F&W Properties Application

TO BE COMPLETED BY OFFICE

CONDITIONS OF OCCUPANCY

Address \_\_\_\_\_ Apt. # \_\_\_\_\_ Source of ID \_\_\_\_\_

Monthly Rent \$ \_\_\_\_\_ Security Deposit \$ \_\_\_\_\_ Current monthly water \$ \_\_\_\_\_ Lease Term \_\_\_\_\_

Pro-rated Rent \$ \_\_\_\_\_ Balance of Security Deposit \$ \_\_\_\_\_ Date Rent Begins \_\_\_\_\_

RESIDENT PAYS ALL UTILITIES. Pets Allowed \_\_\_\_\_ Type \_\_\_\_\_ Name \_\_\_\_\_ Age \_\_\_\_\_

Rent charges \_\_\_\_\_ + Water charges \_\_\_\_\_ + Other Charges \_\_\_\_\_ =

Total Due at move in \$ \_\_\_\_\_ To be paid in the form of Cashier's Check/Money Order/Debit or Credit Card

Total received \$ \_\_\_\_\_ Date \_\_\_\_\_ Rental Application Approved \_\_\_\_\_ Rejected \_\_\_\_\_

TO BE COMPLETED BY APPLICANT

STATEMENT OF INTENT

I hereby deposit with owner/agent, the sum of \$ \_\_\_\_\_ as partial \_\_\_\_\_ full \_\_\_\_\_ security deposit on the above premises pending execution of a lease agreement. I understand that my deposit WILL be applied toward any rent loss, advertising costs, re-rental fees, etc., if I am unable to fulfill the conditions of occupancy.

(IF I CHANGE MY MIND, I WILL NOT GET ANY MONEY BACK.)

A charge of \$ \_\_\_\_\_ is made for the purpose of verifying the information included on this application. I understand this application fee is not under any circumstances, to be returned to me. I have been shown a copy of the lease agreement and agree to the conditions of occupancy that are enumerated therein and will enter into this lease agreement, if my application is approved by owner/agent. The deposit will be returned promptly by check if this application is not approved providing all the questions are answered correctly and truthfully. I am not and have not been evicted nor do I have any rental or bad check collections outstanding. I am also in good standing with the utility companies. I hereby grant permission to the owner / agent to verify the validity of the application.

How did you hear about us? \_\_\_\_\_ Email address \_\_\_\_\_

Applicants Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ SSN# \_\_\_\_\_

PRESENT Address \_\_\_\_\_ ZipCode \_\_\_\_\_ Cell# \_\_\_\_\_ Phone# \_\_\_\_\_

Present Owner \_\_\_\_\_ Owner's Phone # \_\_\_\_\_

Owner's Address \_\_\_\_\_ Rent Amt. \$ \_\_\_\_\_ Dates of Occupancy \_\_\_\_\_

PREVIOUS Address \_\_\_\_\_ Previous Owner \_\_\_\_\_

Rent Amt. \$ \_\_\_\_\_ Owner's Phone # \_\_\_\_\_ Dates of Occupancy \_\_\_\_\_

PRESENT Employer \_\_\_\_\_ Supervisor \_\_\_\_\_

Position \_\_\_\_\_ Dept. \_\_\_\_\_ Telephone# \_\_\_\_\_ Ext. # \_\_\_\_\_

Present Monthly Income (gross) \$ \_\_\_\_\_ Dates of Employment \_\_\_\_\_ Fulltime \_\_\_\_\_ Parttime \_\_\_\_\_

PREVIOUS Employer \_\_\_\_\_ Supervisor \_\_\_\_\_

Dates- \_\_\_\_\_ to \_\_\_\_\_ Dept. \_\_\_\_\_ Telephone# \_\_\_\_\_ Ext. # \_\_\_\_\_

Applicant signature \_\_\_\_\_ Date \_\_\_\_\_

F&W Properties Application

Spouse Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Spouse's SSN# \_\_\_\_\_

Maiden Name \_\_\_\_\_ Marital Status: Married \_\_\_\_\_ Single \_\_\_\_\_ Widow \_\_\_\_\_

Separated from whom: \_\_\_\_\_ Divorced from whom: \_\_\_\_\_

Additional Name \_\_\_\_\_ DOB \_\_\_\_\_ Name \_\_\_\_\_ DOB \_\_\_\_\_  
Occupants Name \_\_\_\_\_ DOB \_\_\_\_\_ Name \_\_\_\_\_ DOB \_\_\_\_\_

Bank References Bank Name \_\_\_\_\_ Checking Acct. # \_\_\_\_\_  
Bank Name \_\_\_\_\_ Savings Acct. # \_\_\_\_\_

IN CASE Of Emergency 1. Name \_\_\_\_\_ Telephone# \_\_\_\_\_  
Address \_\_\_\_\_ Relationship \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

2. Name \_\_\_\_\_ Telephone# \_\_\_\_\_  
Address \_\_\_\_\_ Relationship \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Vehicle Information:

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ License Plate # \_\_\_\_\_  
Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ License Plate # \_\_\_\_\_

CRIMINAL QUESTIONNAIRE

- 1. Have you ever been arrested? \_\_\_\_\_
- 2. If so, list the date (s) (at least month & year) \_\_\_\_\_
- 3. What were the charges? \_\_\_\_\_
- 4. What was the resulting outcome (i.e. no charges filed, guilty, dismissed, guilty with plea agreement) \_\_\_\_\_

EVICTIONS

1.	_____	_____	_____	_____	_____
	Apartment/Individual's Name	Phone #	Date of Eviction	Reason	Date of Occupancy
2.	_____	_____	_____	_____	_____
	Apartment/Individual's Name	Phone #	Date of Eviction	Reason	Date of Occupancy