



Lease Application

Change in Dependent Status

For Section 42 (LIHTC)

In order to qualify for approval, each APPLICANT and/or each GUARANTOR must:

Be 18 years or older to sign a rental agreement. Owner/Management will not discriminate against any applicant by reason of their color, status, physical handicap, or any discrimination prohibited by law.

Rent Guarantee may be required if income or job history requirements are not met. A **Guarantor** must have signature **Notarized OR Witnessed** by an LFR Ohio Properties' employee. Guarantor must meet same requirements as prospective residents. Guarantor agreements are for duration of residency and can only be canceled with written approval from the owner or overall property manager. They will have to submit a Guarantor Application to have their credit and background checked.

Submit a completed application package, including this signed Rental Application, and if required, a Rent Guarantee. We will not process applications until all information is provided.

Expectations of Continuing Residents:

- A.** Have a payment history with all charges paid in full and no more than three late payments. We may reconsider this item on proof of hardship with the provision that a guarantor agrees to pay us directly.
- B.** Have no written record of violating community policies or default of lease terms. We will reconsider rejected lease applications on written request except those apartments with damage exceeding reasonable wear and tear, apartments with pets, or apartments which violated Federal, State, County or City statutes or laws.
- C.** Not have a revocation of a Guarantor

Family Composition: Please include all members of your household, whether or not those members are related. Include all members who you anticipate will live with you at least 50% of the time during the next 12 months. (A full time student is anyone who is enrolled for at least five calendar months for the number of hours or courses which are considered full time attendance by that institution. Five calendar months need not be consecutive. By definition, all residents of elementary or high school are not considered full time students.

Pets: We welcome the following pets with an additional application and deposit required: birds, fish, cats, and dogs under 30 lbs. No more than 2 pets per rental unit. Dogs must be on a leash in all common areas and owners are responsible for cleaning up after their pet.



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Property Location/Building	Date of Application

Head of Household				
First Name	Last Name	Unit #	Reason for Additional Occupant(s)	
Personal Information <input type="checkbox"/> Disabled				
First Name	Last Name	Middle Initial	Social Security #	Student Status
				FT PT N
Date of Birth <input type="checkbox"/>	Driver's License Number (Take Photo Copy of ID)		State	Expiration Date
Phone Number <input type="checkbox"/> Home <input type="checkbox"/> Cell	Phone Number <input type="checkbox"/> Cell <input type="checkbox"/> Work	E-mail		
Race and Ethnicity	<input type="checkbox"/> White/Caucasian <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> Native American <input type="checkbox"/> Other			

Vehicle Information				
Make	Model	Color	Year	State/License Plate #

Employment				
Current Employer		Position	Supervisor's Name	
Address		City	State	Zip
Supervisor's Phone Number	Supervisor's E-Mail		Employment Dates	Gross Monthly Salary
			to	
Previous Employer (if less than 1 year)		Position	Supervisor's Name	
Address		City	State	Zip
			to	
Supervisor's Phone Number	Supervisor's E-Mail		Employment Dates	Gross Monthly Salary

Income Information -- *PLEASE WRITE ZERO IF NO INCOME RECEIVED FOR EACH			
Gross Wages/Salary	Public Assistance	SSI	Social Security
Gross Unemployment Benefits	Income from Insurance Policies	Disability, Death Benefits, and /or Life Insurance Dividends	Worker's Compensation
Severance Pay	Net Income From a Business (including rental property, land or other real estate)	Interest, Dividends & other income from Net Family Assets	Regular Contributions and/or Gifts from Persons not residing in unit
Lottery Winnings or Inheritances (paid as an annuity)	Annuities	Education Grants, Scholarships, and Other Student Benefits	Self-Employment Wages



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Other Income Information -- *PLEASE WRITE ZERO IF NO INCOME RECEIVED FOR EACH			
Certificates of Deposit	Money Market Accounts	Christmas Club	Safety Deposit Box
Money Held in Trust	Stocks, Bonds or Securities	Treasury Bills	Cash on Hand:
Whole of Universal Life Insurance	Grants and Scholarships	Financial Aide	Other:

Credit History <i>(Please provide last 6 months of bank statements)</i>				
Bank Name	Savings Account #	Balance	Checking Account #	Balance
Bank Name	Savings Account #	Balance	Checking Account #	Balance

Please answer all of the following questions	Yes	No
Are there any outstanding judgments against you?		
Has applicant or occupants named in the application have pending criminal charges or ever been convicted or, plead guilty, or no contest to, any criminal offense(s) or Felony other than traffic infractions that were disposed of other than by acquittal or a finding of not guilty?		
Has applicant or occupants named in the application have pending criminal charges or ever been convicted or, plead guilty, or no contest to, any sexual offense(s) ?		
Has applicant or occupants named in the application have pending criminal charges or ever been convicted or, plead guilty, or no contest to, any drug related offense(s) ?		
Is the applicant or occupants named in the application party to a lawsuit ?		
Is there an expected change in the family/household size in the next 12 months?		
Have you or the applicants named in this application ever held as an investment (including paintings, artwork, collector or show cars, jewelry, coin or stamp collections, antiques, etc.? If yes, cash value _____		
Do you or any of the applicants named in the application own equity in real estate, land, contracts for deed or other real estate holdings, or other capital investments (including personal residences, mobile homes, vacant land, vacation homes, or commercial property, etc.) If yes, Market Value _____ Balance on Loans _____ Reasonable costs incurred in selling the asset (broker fees, penalties, etc.) _____		
Have you or applicants named in this application received any lump sum receipts , including inheritances, capital gains, lottery winnings, insurance settlements or other claims? If yes, When _____ Value _____ Where are the funds held _____		
Does anyone living in your household smoke ? (this is a smoke free building and smoking is only permitted outside the building)		
Have you or any applicants named in this application ever had rental assistance terminated for fraud, non-payment of rent, or failure to recertify? If yes, explain _____		
Are you or will you be enrolled in college/job training program as a full or part time student in the next 5 months? If yes, Who _____ Name of School _____ School Address _____		



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Agreement and Authorization

Applicant(s) understands that the above statements are true and accurate to the best of our knowledge and belief, is being collected to determine eligibility for residency. Applicant(s) are aware that false statements are punishable under Federal Law. Applicant(s) authorize the owner/manager to verify the information provided on this application and my/our signatures is my/our consent to obtain such verification. Applicant(s) certify that all assets currently being held or previously disposed of have been revealed and I/we have no other assets than those listed on this form (other than personal property).

Applicant(s) authorize to conduct a credit check and applicant knows that this is a rental application and not a lease agreement.

Application fee is NON-REFUNDABLE. Cancellation will result in the forfeit of the deposit. If the application is approved, the partial deposit will be applied to the total security deposit required. Providing false or inaccurate information on the application will result in forfeiture of ALL monies paid and rejection of this application

HOH's Signature

Date

Applicant's Signature

Date

If the additional occupant does not meet application criteria, they will not be able to move into the current unit or any other unit requested.