

CREDIT APPLICATION

Move in Date				Building/Apartment		Bedrooms	
Name				Social Security Number		Age	
Birth Date				-		-	
Make of Car		Year		License Plate Number		Year	
Drivers License Number				Marital Status			
COMPLETE NEXT SECTION IF MARRIED AND/OR HAVE CHILDREN							
Name of Spouse				Social Security Number		Age	
Birth Date				-		-	
Make of Car		Year		License Plate Number		Year	
Drivers License Number				Number of children			
Name of Child		Age		Name of Child		Age	
1.		2.		3.		Pets (Y/N)	
NAMES, RELATIONSHIPS OFF ALL OTHER THAT WILL OCCUPY APARTMENT							
Name				Social Security Number		Age	
1.				-		-	
Name				Social Security Number		Age	
1.				-		-	
APPLICANT'S ADDRESS				LANDLORD OR MORTGAGE HOLDER			
Number and Street				Name of Company			
City		State		Zip Code		Number and Street	
Home Telephone Number		Apartment Number		City		State	
Zip Code				City		State	
How long at this address?		Years		Months		Did you?	
						Rent ()	
						Own ()	
						Payment-per month	
						Landlord's Telephone Number	
						\$	
PREVIOUS ADDRESS							
Number and Street				City		State	
Former Landlord or Mortgage Holder				City		State	
How long at this address?				Years		Months	
						Did you?	
						Rent ()	
						Own ()	
						Payment-per month	
						Landlord's Telephone Number	
						\$	
EMPLOYMENT				FORMER EMPLOYMENT			
Name of Company		Position		Name of Company		Position	
Number and Street				Number and Street			
City		State		City		State	
Zip Code				City		State	
Supervisor		Telephone		Supervisor		Telephone	
How Long?				Supervisor		Telephone	
						How Long?	
SPOUSE'S EMPLOYMENT				RELATIVE			
Name of Company		Position		Name			
Number and Street				Number and Street			
City		State		City		State	
Zip Code				City		State	
Supervisor		Telephone		Relationship		Telephone	
How Long?							
ANNUAL INCOME							
Applicant							
\$							
Spouse							
\$							
Roommate							
\$							
Total Income							

If this application is accepted, I (we) agree to enter into a written lease for the apartment unit, term and rental outlined above. It is understood that the earnest money deposit will be applied to the first month's rent. If I (we) should refuse to enter into a written lease when offered by the owner, the earnest money deposit made herewith shall be retained by the owner as liquidated damages.

At the time the written lease is executed by the occupant(s) payment of the security deposit as outlined above and the balance of the first month's rent (less earnest money deposit) will be due. The security deposit is to be held by owner as contingency against damages. This deposit will be returned at the end of the Occupancy as provided in the lease. The security deposit cannot be utilized as the last month's rent. All rents are due on the first day of each month.

Applicant's Signature

Date

Application and earnest money received by

Date

Applicant's Signature

Date

Rental Agent

Date

PACE REALTY GROUP, INC.
300 LAKESIDE DRIVE
VERNON HILLS, IL 60061
(847)680-8090
(847)680-0865 FAX NUMBER

EMPLOYMENT VERIFICATION REQUEST FORM

TO WHOM IT MAY CONCERN:

THE PERSON NAMED BELOW HAS SUBMITTED AN APPLICATION FOR AN APARTMENT AT OUR RENTAL COMMUNITY. YOUR FIRM IS LISTED AS A REFERENCE FOR CURRENT EMPLOYMENT WITH THIS PERSON. THE APPLICANT BY HIS/HER SIGNATURE BELOW HAS AUTHORIZED YOU TO VERIFY THEIR EMPLOYMENT INFORMATION TO US. YOUR ASSISTANCE IN PROVIDING THIS INFORMATION WILL BE SINCERELY APPRECIATED. THANK YOU.

EMPLOYEE NAME:

CURRENT ADDRESS:

SOCIAL SECURITY NUMBER:

APPLICANTS AUTHORIZATION OF THIS INQUIRY:

I HEREBY CONSENT TO THE RELEASE OF MY EMPLOYMENT INFORMATION TO THE ABOVE LISTED FIRM

X

EMPLOYEE SIGNATURE

DATE SIGNED

BOTTOM TO BE FILLED OUT BY EMPLOYER ONLY:

NAME OF COMPANY: _____

DATE OF EMPLOYMENT (FROM) _____ (TO) _____

POSITION HELD: _____

GROSS SALARY OR WAGES:\$ _____ PER (MONTH)(WEEK)(HOUR)
IF EMPLOYEE IS ON AN HOURLY WAGES PLEASE SPECIFY APPROXIMATE
NUMBER OF HOURS PER WEEK: _____

SIGNATURE: _____ TITLE: _____ DATE: _____

IF YOU HAVE ANY QUESTIONS PLEASE CONTACT OUR OFFICE AT (847)680-8090) PLEASE FAX THIS INFORMATION BACK TO US AS SOON AS POSSIBLE
FAX NUMBER (847)680-0865

*PACE REALTY GROUP, INC.
VILLAS BY THE LAKE
300 LAKESIDE DR.
VERNON HILLS, IL 60061
(847) 680-8090*

Landlord Verification Request

In order to process our applicants file, we will need your assistance regarding verification of residency. Your prompt attention in this matter is very much appreciated by the applicant, as well as by the staff of Pace Realty Group, Inc.

NAME OF APPLICANT: _____

ADDRESS: _____

DATES OF TENANCY: FROM: _____ **TO:** _____

I HEREBY CONSENT TO THE RELEASE OF INFORMATION REGARDING MY TENANCY.

PHONE NUMBER _____ **FAX NUMBER** _____

RESIDENT _____

DATE _____

BOTTOM OF FORM TO BE FILLED OUT BY LANDLORD

ANY LATE PAYMENTS? _____ **(IF YES) HOW MANY?** _____

ANY NSF CHECKS? _____ **(IF YES) HOW MANY?** _____

IS RENT IN ARREARS? _____ **(IF YES) HOW MUCH?** _____

ANY LEASE VIOLATIONS? _____

ARE THEY BEING EVICTED? _____

WILL (DID) YOU RETAIN ANY OF THE TENANT'S SECURITY DEPOSIT? _____

WOULD YOU RENEW THEIR LEASE? _____

SIGNATURE: _____ **TITLE:** _____

DATE: _____

ALL INFORMATION WILL BE HELD IN THE STRICTEST CONFIDENCE. THANK YOU FOR YOUR COOPERATION AND IF WE MAY BE OF ASSISTANCE TO YOU NOW OR IN THE FUTURE, PLEASE DO NOT HESITATE TO CONTACT US AT (847) 680-8090 - FAX (847) 680-0865.

THANK YOU,
PACE REALTY GROUP, INC.

CONSENT TO BACKGROUND AND REFERENCE CHECK

In consideration of solicitation of my application for employment, or application for lease of premises, I, [print name]_____, do hereby give my consent to: PACE REALTY GROUP, INC. and the authorized agents thereof, to check the references listed on my application, and to check my background in any way, including but not limited to contacting any and all persons and business entities in order to inquire regarding any and all information relating to myself, provided that said inquiries be limited solely to the purpose of consideration of myself for possible employment or tenancy.

Signed:_____Date:_____

Print: _____

Prospective resident:

Thank you for your interest in our community!

This packet is to give you valuable information to take with you. We hope that it will help you make an informed decision about choosing your next home. Please look over everything that is enclosed. If you decide that our community is for you, please fill out the enclosed application and return it to us. You can also put down an optional \$300 deposit to hold your chosen unit. (This deposit is refundable before you are approved, if you are not approved and then once you are approved, it is applied towards your security deposit). This is the information we will need on the following application.

- Please fill out the highlighted sections on all forms.
- For the employment and landlord verifications, please only fill out the top section and sign. We will call and get the information for the bottom half.
- Be sure that you have signed each form where needed.
- Be aware that with these forms you are giving us consent to check your credit, employment, landlord (if applicable) and background.

If your application is approved you will be notified by phone. At that time we will set up a time for you to come in sign your lease, pick up your keys and pay the balance of your security deposit and first months rent. Please ask your rental agent any further questions you may have.

Thank you,

Villas By the Lake