

**KENT CROSSING APARTMENTS
AND
COLONIAL MANOR APARTMENTS**

Post Office Box 630
101 Morgnec Rd., Suite I-100
Chestertown, Maryland 21620
kentcrossingapartments@gmail.com

Robert L. Davis, Jr.
Manager

Phone: 410-778-3049
Fax: 410-778-9381

RENTAL APPLICATION CRITERIA

1. A \$35.00 application fee is required for processing an application. Make checks or money order payable to Kent Crossing Apartments or Colonial Manor Apartments.
2. Minimum income requirements: Monthly income must be three (3) times one months' rent.
3. Proof of Income: Each applicant must provide a minimum of three (3) most recent paystubs (if paid bi-weekly). 6 most recent paystubs (if paid weekly).
4. If an applicant is self-employed, retired, or financially independent, proof of income must be provided in the form of one of the following: tax return, bank statements showing regular monthly deposits, or retirement benefits letter.
5. Management must be aware of all residents occupying the apartment and their related vehicle information. If any changes are made in roommates, marriage, etc., management should be notified immediately.
6. All applications must be completed, in full, and signed. In the event that any information is found to be incorrect, the application will be rejected.
7. Acceptance of this rental application is subject to satisfactory income, credit, and personal references. Applicants will not hold Robert L. Davis Real Estate Inc. responsible for any information given or received incorrectly.
8. Students, if your parent(s) are paying the rent, have them fill out the application as though they were applying for the apartment, because it will be their name(s) on the lease.
9. One Year Lease
10. NO PETS!
11. Color copy of valid Driver's License.

Please Retain This Information for Your Records

17. Spouse's Employer: _____ Phone # _____
 Address _____ City _____ State _____
 Position: _____ Date of Employment _____
 Salary \$ _____ Week \$ _____ Month \$ _____
 Other Income: Type _____ Week \$ _____ Month \$ _____

18. Previous Employer (If with present for less than 2 years)

Name _____ Address _____ Phone # _____

19. Nearest Relative Not Living with You in Case of Emergency:

Name: _____ Phone # _____

Address _____

20. Have you ever been taken to Rent Court? _____ If Yes Explain: _____

21. Have you ever been evicted, found guilty for violating local, state or federal laws or taken to court for any reason? _____ If Yes Explain: _____

22. Have you always paid your rent when due? _____ If No Explain: _____

23. Have you ever been asked to vacate an apartment because of a violation of your lease or a violation of the rules of the apartment complex where you lived? _____

If Yes Explain: _____

24. Bank Name: _____

Checking _____ Savings _____

25. Last Vehicle Purchased from: _____ on _____ / _____ / _____

Financed by: _____ Phone # _____

Length of Loan: _____

Amount Owing \$ _____ Monthly Payment \$ _____

26. Installment Accounts or Personal Loans (List 2)

_____	\$ _____	\$ _____
Firm and Address	Amount Due	Monthly Payment

_____	\$ _____	\$ _____
Firm and Address	Amount Due	Monthly Payment

27. Charge Accounts

_____	\$ _____	\$ _____
Firm and Address	Amount Due	Monthly Payment

_____	\$ _____	\$ _____
Firm and Address	Amount Due	Monthly Payment

28. Character Reference—Not a Relative

Name _____ Address _____ Phone Number _____

29. How did you hear about these apartments?

Newspaper _____ Referral _____ Sign _____ Internet _____ Drive-By _____ Other _____

30. Why are you choosing this apartment complex?

Close to Work: _____ Schools: _____ Shopping: _____ Complex Layout: _____

Size of Rooms: _____ Amount of Rent: _____

31. What other apartments have you looked at? _____

THIS RENTAL APPLICATION IS SUBJECT TO SATISFACTORY EMPLOYMENT, CREDIT AND PERSONAL REFERENCES. APPLICANTS WILL NOT HOLD KENT CROSSING APARTMENTS OR COLONIAL MANOR APARTMENTS RESPONSIBLE FOR ANY INFORMATION GIVEN OR RECEIVED INCORRECTLY.

I HAVE FULLY READ AND UNDERSTAND ALL THE PROVISIONS OF THIS APPLICATION. IN THE EVENT THAT ANY INFORMATION IS FALSE, THIS APPLICATION WILL BE REJECTED, OR IF LEASE IS SIGNED, LEASE WILL BE TERMINATED.

THE REQUIRED SECURITY DEPOSIT (\$1,400.00 FOR KENT CROSSING AND COLONIAL MANOR) IS NON-REFUNDABLE until completion of lease agreement.

Applicant's Signature

Date

Co-Applicant's Signature

Date

Application Fee \$30.00

**Payable to: Kent Crossing Apartments (or)
Colonial Manor Apartments**

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COLONIAL MANOR APARTMENTS**

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REQUEST TO DO A CREDIT CHECK

AUTHORIZATION TO RELEASE CREDIT INFORMATION

I hereby give permission to Mr. Robert L. Davis, Jr., Manager/Nancy Beck Community Manager at Kent Crossing Apartments and Colonial Manor Apartments to do a Personal Credit Check.

Applicant's Signature **Date**

Co-applicant's Signature **Date**

Applicant's Name Printed

Co-applicant's Name Printed

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COLONIAL MANOR APARTMENTS**

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AUTHORIZATION FOR BACKGROUND CHECK

I, _____, authorize Robert L. Davis, Jr., Manager/Nancy Beck, Community Manager at Kent Crossing Apartments and Colonial Manor Apartments to perform a criminal background check on me or to hire a tenant screening firm to investigate my background. These actions may result in a report on my character, reputation, personal characteristics, and criminal history and will involve searching any state's sex offender (Megan's Law") database for my name.

I agree to hold Mr. Robert L. Davis, Jr./Nancy Beck harmless if the results of this search include incorrect information that Mr. Robert L. Davis, Jr./Nancy Beck, in the exercise of ordinary caution, would not know is incorrect.

I understand that Mr. Lee Davis, Manager/Nancy Beck, Community Manager at Kent Crossing Apartments and Colonial Manor Apartments will provide more information about the nature and scope of the report if I request it.

Signature of Applicant: _____

Name of applicant: _____

Address: _____

Phone: _____

Date: _____

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Name of Inquirer: KENT CROSSING APARTMENTS
COLONIAL MANOR APARTMENTS

REQUEST FOR VERIFICATION OF EMPLOYMENT / LANDLORD (S)

Name of Employer / Landlord: _____ / _____

Employer's Address: _____ / _____

Position: _____ Date Employed: _____ Salary \$ _____ per year

Comments: _____

AUTHORIZATION TO RELEASE INFORMATION

I hereby authorize _____,
(Name of Employer (s) and / or Landlord (s))

to furnish the information requested by Kent Crossing Apartments or Colonial Manor
Apartments.

Applicant's Signature: _____ (Date)

Applicant's Name Printed: _____

Applicant's Date of Birth: _____