

Pet Policy

We welcome pets at Town & Country Apartments. The initial pet fee is as follows:

There is a non-refundable pet fee of \$250 at move in.

There is a monthly pet fee of \$25 per dog and \$15 per cat. No more than two (2) pets with a combined weight of 150 pounds are allowed per apartment.

Initial Pet Fee is non-refundable and do not transfer from apartment to apartment.

Pets may be dogs or cats but cannot be more than a total weight of 75 pounds per pet. **We do not accept Pit Bull, German Shepard, Rottweiler, Wolf Dog, or any mix of these breeds. Property staff reserve the exclusive right to make final determination as to dog breed.**

Pets allowed without deposits: small birds, turtles, hamsters, guinea pigs, fish aquariums that are five (5) gallons or less. Note that deposits are required on large birds, including but not limited to: Parrots, Cockatiels, Sun Conures, or other birds often let out of cages.

The following pets are not authorized at Town & Country Apartments: snakes, lizards, sugar glider, flying squirrels, chinchillas, ferrets, reptiles, amphibians, rodents, or venomous animals of any kinds.

The following are the owner's requirements: No pets allowed on new carpet or carpet less than two (2) years old, pets must be inoculated, proof of age, all deposits and fees must be paid on or before the date the resident takes possession of the apartment, and a separate addendum is to be completed and signed, and is considered as part of the Lease Agreement.

At Town & Country Apartments we are "pet friendly" and want to meet these important members of your family. Please bring your pet to the office for an "interview". We like to meet and get to know all our residents, even our four-footed ones!!

I have read and understand Town & Country Apartments Pet Policy.

 Applicant's Signature Date

 Applicant's Signature Date

 Applicant's Signature Date

 Applicant's Signature Date

 Applicant's Signature Date

 Applicant's Signature Date

 Manager's Signature Date

 Manager's Signature Date

We reserve the right to deny any pet application based on the breed, size, and/or behavior of the animal.

Town & Country Apartments

1032 E. Kerr Ave
Urbana, IL 61801
Phone: 217-344-7717
Fax: 217-344-2722

RENTAL VERIFICATION FORM

Applicant Name: Marilyn Bobak

Rental Address: Champaign IL 61821

Landlord Name:

Landlord Address: _____ **Phone:**

I hereby authorize the above named Landlord to release the information requested below regarding my tenancy at the rental address listed.

Applicant Signature

Date

Are you a friend or relative of the applicant? **Yes ~or~ No**

Dates of tenancy: **From** _____ **To** _____

Does/did the applicant have a lease? **Yes ~or~ No Term:** _____

Amount of monthly rent: \$ _____

Does/did the tenant pay on time? **Yes ~or~ No**

How often are/were they late? _____

Was the tenant evicted? **Yes ~or~ No**

Does the tenant still owe a balance? **Yes ~or~ No Amount \$** _____

Did the tenant cause any property damages? **Yes ~or~ No**

Did the tenant keep the home clean? **Yes ~or~ No**

Did the tenant allow individuals not listed on their lease to live in the home? **Yes ~or~ No**

Did the tenant or any guests create any hazards or problems? **Yes ~or~ No**

Did you receive complaints about the tenant? **Yes ~or~ No**

Did the tenant engage in any criminal activity? **Yes ~or~ No**

Did the police ever have to be called out to the home? **Yes ~or~ No**

Did the tenant ever provide you with any false information? **Yes ~or~ No**

Would you rent to this tenant again in the future? **Yes ~or~ No**

Do you have additional comments about the applicant?

Form Completed By: (Check Box and Sign Below)

____ Landlord ~or~ ____ Agent for Town & Country Apartments via phone w/ L.L.

Printed Name

Management Signature:

Date:

Resident Application Criteria **Town and Country Apartments**

The above property complies with all federal, state and local fair housing and anti-discrimination laws.

1. INCOME/EMPLOYMENT: Gross income for the entire apartment must be at least 3 times the monthly rent amount. Income must be verified, and each applicant must provide a job_ history. If employment is not verified by your employer, we require the past 1 month of the most recent pay stubs or previous year tax returns if self-employed. Income associated with attending school will be accepted as an alternative to employment provided it can be verified. Failure to provide income verification will be an automatic denial of the application.

2. CREDIT: All applicants must provide a valid government-issued photo ID, and a valid social security number or tax identification number. A credit report will be processed on each applicant using a 3rd-party verification service. Credit for the past 7 years will be evaluated and scored based on payment history including but not limited to collections, bankruptcy, foreclosure and civil judgments. Student loans and medical accounts do not affect this calculation. Applicants with an open bankruptcy case will not be accepted.

3. RESIDENCY/RENTAL HISTORY: All addresses for all applicants within the last 2 years will be verified. Proof of acceptable payment arrangement must be provided for any amount owed to previous landlords. We reserve the right to deny an application for unresolved debts to a previous landlord, unsatisfactory eviction judgments, or non-compliance with any terms of a previous lease contract or community policies. Rental verifications provided by family members or friends will not be considered proof of residency.

4. IF AN APPLICANT MEETS 2 of 3 of the ABOVE CRITERIA, then a guarantor may be used, subject to our discretion. The guarantor must complete an application, pay the application fee, meet all criteria (Income must be at least 3 times monthly rent.), sign and all required paperwork before the applicant moves in. If the guarantor is not available to sign the required documents in person a notarized copy of all paperwork will be accepted.

5. CRIMINAL BACKGROUND CHECKS: Criminal background checks are required on all applicants. If it is found that an applicant has a conviction or guilty plea for a serious violation or felony, this may be cause for an automatic disqualification and application denial. Below are some particular examples we do not accept, but this list is NOT exhaustive:

- We do not accept any homicide, kidnapping, arson or sex crimes against persons.
- We do not accept any felony within ten (10) years.
- We do not accept misdemeanor theft, burglary, robbery, fraud, embezzlement, bad checks, domestic crimes, prostitution, vandalism or weapons within five (5) years.
- We do not accept more than three (3) total convictions within five (5) years.

6. OCCUPANCY: Maximum occupancy is two (2) persons per bedroom, plus (1) (Certain exceptions apply in accordance with relevant law). An application is required for all applicants 18 years or older. All occupants over age 18 must sign the Lease.

7. SECURITY DEPOSIT: A security deposit must be paid in full prior to moving in. At least 12 months of consecutive employment is required to qualify for the standard security deposit. Applications that don't fully meet the requirements may be approved with an additional Security Deposit subject to our discretion. If the application is not approved, the security deposit will be returned. The applicant has 72 hours from the time the deposit is placed on an apartment to cancel with no penalty, unless the applicant has already moved in. Refunds for a cancelled application may take up to 30 days. After 72 hours or after move-in, the entire deposit is forfeited. Security deposit amount ranges are as follows:

<u>Bedroom Size</u>	<u>Security Deposit Range</u>
1 Bedroom	\$199 – Full Months' Rent
2 Bedroom	\$199 – Full Months' Rent

8. APPLICATION FEES: The following Fees will be charged on all applications:

Application Fee: \$30 Administrative Fee: \$100 Hold Fee: \$100

**** All Fees are Non-refundable. Fees and Security Deposit must be in separate verifiable funds (money order or cashier's check) ****

This document is not a lease nor guarantee of occupancy, but rather an information sheet to be used while the application is processed. The undersigned has read and understands all of the information listed above.

I (WE) HAVE READ THE ABOVE AND UNDERSTAND THE CRITERIA BASED ON WHICH MY (OUR) APPLICATION WILL BE EITHER APPROVED OR DENIED. I UNDERSTAND THAT FALSIFICATION OF ANY INFORMATION IN THIS APPLICATION CONSTITUTES GROUNDS FOR DENIAL OF MY APPLICATION.

Applicant's Signature Date

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Applicant's Signature Date

Manager's Signature Date

Manager's Signature Date

