

Application For Lease

Please print off a copy for each adult that will be living in the property.
Please provide the following along with your completed application.

- **1st months holding deposit, (made payable to C.P.S.I.)**
- **\$25.00 per applicant application processing fee, (made payable to C.P.S.I.)**
- **Copy of Drivers license and Social Security card**
- **Copy of latest W-2's or most recent paycheck stubs**

If you have any questions regarding the application please contact our office at 615-301-1802. Please remember to put that property address you are applying for on the application.

Please mail applications as well as the above mentioned items to:

CPSI
Attention: Application Processing
PO Box 1305
White House, TN. 37188

Or contact your local CPSI representative to drop off your applications in our drop box, or arrange a meeting to pick up your applications.

Thanks,

Complete Property Solutions Management,
Managing properties for www.lhihomes.com & www.leaseops.com

Please Continue on Next Page

Application For Lease

Each Adult Applying For Unit Must Complete a Separate Application

Please print – All information must be complete. The decision to lease to you will depend in great part on your credit history and references. Only clean, responsible people, who pay rent on time, need apply.

Date: _____

Property Applied For: _____

Your Personal Information

Full Name _____ Phone (____) _____

Work Phone (____) _____ Social Security Number _____ - _____ - _____

D.O.B. _____ Driver's License # TN (other ____)

Present Address _____

City _____ State _____ Zip _____

How long? _____ If renting, Apartment name/Location _____

Landlords/Mgr's name _____ Phone(____) _____

Alternate Phone (____) _____ Why are you leaving? _____

Employer _____ Position _____

How long? _____ Address _____

Phone (____) _____ Gross Monthly Income before Deductions \$ _____

Other Income \$ _____ Source _____

Former employer _____ Position _____

How Long? _____ Address _____

Phone (____) _____ Why did you leave? _____

Please Continue on Next Page

Credit References: This can include store credit cards, rental stores, car loans small loans, ect...

Bank _____ Acct #(s) _____ Branch _____

Checking: []: Savings: []: Loan: []: City _____

State _____ Approximate Balance \$ _____ How long? _____

Other Active Credit Ref: _____

Account # _____ Exp. Date: _____ Type of Account: _____

Credit Limit:\$ _____ How Long? _____ Are Payments current? Yes []: No []

Other Active Credit Ref: _____

Account # _____ Exp. Date: _____ Type of Account: _____

Credit Limit:\$ _____ How Long? _____ Are Payments current? Yes []: No []

Have you ever been evicted? Yes []: No []Have you had a foreclosure/repossession? Yes []: Date _____: No [] If yes explain: _____

Have you ever filed for Bankruptcy? Yes []: Date _____ No []: If yes, Chapter 7 []

or Chapter 13 [] explain: _____

Have you ever been convicted of a crime; other than a traffic violation? Yes [], No [] If yes Explain: _____

Personal References – List three persons, other than your relatives, that we may contact to verify your character

Name _____ Relationship _____ Phone (____) _____

Address _____ City _____ State _____ Zip _____

Name _____ Relationship _____ Phone (____) _____

Address _____ City _____ State _____ Zip _____

Name _____ Relationship _____ Phone (____) _____

Address _____ City _____ State _____ Zip _____

Please Continue on Next Page

Emergency – In an emergency you may contact -List two, other than spouse/roommate, nearest relatives first

Name _____ Relationship _____ Phone (____) _____

Address _____ City _____ State _____ Zip _____

Name _____ Relationship _____ Phone (____) _____

Address _____ City _____ State _____ Zip _____

Other Information

Other persons (including children) who will be dwelling in the unit

Name _____ Name _____

Name _____ Name _____

* **Pets:** Name _____ Type _____ Weight _____ lbs.

Name _____ Type _____ Weight _____ lbs

*** Note: No pets are allowed to stay at any time on the premises without prior Management consent and payment of fees – NO EXCEPTIONS**

Do you own: Vacuum cleaner []: Lawn mower []: Water bed []: Musical Instruments []:

Does anyone smoke? Yes []: No []

List all motor vehicles, including recreational vehicles, to be kept at the property:

Make	Model	Color	Year	License Plate #	State
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

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Please take note of the following paragraphs.

Any deposit of option consideration or 1st months lease payment given in connection with the property listed above will be NON-Refundable if applicant is approved. A non-refundable application fee of \$25.00 and a Lease payment (reservation fee) of the **First Months Lease Payment** are required for processing this application, and being paid herewith (Please talk with your representative about any questions regarding this application) **By signing this application that undersigned expressly agree to Lease/Option above stated unit (if application is approved) and agree that if applicant(s) are accepted by management then decide not to move into the premise, the sum of one month's rent will be due as liquidated damages since other prospective tenants will have been turned away and it will be necessary for Management to re-advertise the property and evaluate other applicants. If applicant is not approved, all moneys given herewith, less application fee, shall be returned to applicant. Processing of applicant shall be as timely as possible and the results may be offered via telephone, fax, or mail.** Once approved, applicant agrees to pay the balance of funds (or according to any terms worked out by applicant and management) and complete the appropriate paperwork needed within 72 hours, otherwise management will assume the applicant has decided to forfeit the reservation/earnest money payment made herewith and will begin re-marketing the property. If applicant is not approved, all moneys given less application fee show above shall be mailed to applicant within three business days.

To process any application a photocopy of my drivers license or picture identification card, social security card, Latest pay check stubs or Last years w-2(s) or a copy of last year's income tax returns are attached to application.

I declare that the applications complete, true and correct and I herewith give my permission for anyone contacted to release the credit or personal information of the undersigned applicant to management or their authorized agents, at any time, for the purpose of entering into and continuing to offer of collect on any agreement and/or credit extended. I agree to allow a full credit examination and hereby authorize management to contact any agencies offices, groups, organizations or references listed above to obtain and verify any information or materials which is deemed necessary to complete my application and/or on an annual basis to evaluate for re-newel consideration or to assist in becoming necessary to locate relevant to matters involved in this tenancy. I further authorize Management or their authorized Agents to verify the application information included but not limited to getting criminal records, contacting creditors, present or former landlords, employers and references, whether listed or not, at the same time of the application and at any time in the future with any agreement entered into with Management. Any false information will constitute grounds for rejection of this application, or management may at any time immediately terminate any agreement entered into in reliance upon misinformation given on the application.

I agree and understand that I have the opportunity to seek counsel of choice to represent me and review any lease, option to purchase, or disclosures documents in this matter. Additionally, I may order at my cost any appraisal or home inspection to assist me in deciding on my choice of residence prior to signing any Lease or Option Agreements.

Applicant

Date