



281 Country Village Drive | Smyrna, TN 37167
Phone | 615.220.0240 Fax | 615.223.7275
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QUALIFICATION GUIDELINES & OCCUPANCY STANDARDS

- AGE / IDENTIFICATION:** Applicant must be of legal age, 18 years or older with valid U.S. state or government issued photo ID.
- EMPLOYMENT:** Must have valid written proof of income. Income from a temporary agency is accepted only if employed 6 months or greater. Proof of income includes most recent paystub, offer letter, or copy of tax return (if self-employed)
- FINANCIAL RESPONSIBILITY:** Lease Holding Resident: 3 times the monthly rent
Cosigner: 3 times the monthly rent
- CREDIT HISTORY:** Must have established credit with proven history of on time payments for a minimum of 2 years. Depending on the chapter, bankruptcies must be discharged for 2-5 years. Contact the office for further clarification on how to proceed with application.
- RESIDENTIAL HISTORY:** Previous residency must be verifiable. Applicants are required to have excellent payment history and fulfillment of all terms of any applicable lease. Evictions and/or rental collections must be paid off with a zero balance for at least 2 years. (First time renters are not required to have rental history).
- RENTAL INSURANCE:** Required. \$100,000 minimum liability. Proof must be shown upon move-in with "Waldron Enterprises 281 Country Village Dr. Smyrna, TN 37167" listed as an additional interest
- PETS:** Maximum of 2 pets are allowed, cats and/or dogs only. Breed restrictions and 45lb weight limit applies. Pets must be pre-approved by management and requires a one-time non-refundable pet fee and additional pet rent per month.
- OCCUPANCY:** A maximum of six people in a three bedroom
- VEHICLES:** Each apartment is permitted two approved vehicles. Vehicles are not to be parked in the grass
- APPLICATION FEE:** A fee in the amount of \$50 will be collected per applicant.
- ADMIN FEE:** A fee in the amount of \$150 will be collected per unit.
- SECURITY FEE:** A fee in the amount of half the monthly rent will be collected and used to hold the unit. In the event the application is cancelled for any reason, the security fee will be forfeited. At move-in this fee will be used to cover the cost of deposit.

PLEASE FEEL FREE TO CONTACT US AT 615.220.0240 WITH QUESTIONS REGARDING THE AFOREMENTIONED QUALIFICATIONS GUIDELINES.

APPLICATION

Date _____ Preferred Move In Date _____ Lease Term: 12 months
Address Desired _____ Rental Amount \$ _____
Deposit/Date Paid _____ Applicant Status: [] Approved [] Denied [] Cancelled Mgr.'s Initials _____

PERSONAL

Name _____ SS# _____ Date of Birth _____
First Full Middle Last
DL# and State Issued _____ Single _____ Married _____ Separated _____ Divorced _____
Cell Phone _____ E-mail Address _____
Names, Dates of Birth & relationship of anyone else who will occupy the apartment _____

RESIDENCE

Current Address _____ City _____ State _____ Zip _____
Rent ____ Own ____ Live with family or friend ____ other _____ Dates From _____ to _____
Apartment or Landlord's Name: _____ Apartment or Landlord's Phone: _____
Reason for Moving _____ Monthly Rental Amount \$ _____
Former Address _____ City _____ State _____ Zip _____
Rent ____ Own ____ Live with family or friend ____ other _____ Dates From _____ to _____
Apartment or Landlord's Name: _____ Apartment or Landlord's Phone: _____
Reason for Moving _____ Monthly Rental Amount \$ _____

EMPLOYMENT

Applicant's Employer _____ Supervisor _____
Employer's Address _____ City _____ State _____ Zip _____
Position Held _____ Phone (_____) _____
Date of Hire _____ Salary \$ _____ Per _____
Previous Employer _____ Supervisor _____
Employer's Address _____ City _____ State _____ Zip _____
Position Held _____ Phone (_____) _____
Dates From _____ to _____ Salary \$ _____ Per _____

GENERAL INFORMATION

In case of emergency contact: Please put down someone who will **NOT** be occupying the unit.

Name _____ Relationship _____ Cell Phone _____
Address _____ City _____ State _____ Zip _____

In the event of serious illness, death, or other circumstances that would make you unavailable, the emergency contact can remove your property from your unit of the common areas. No ____ Yes ____

Vehicles: We do not allow vehicles without permission. Vehicles not approved in writing may be towed away at the owner's expense.

1. Make _____ Year _____ Model _____ Color _____ Tag# _____ State _____
2. Make _____ Year _____ Model _____ Color _____ Tag# _____ State _____

Pets: We do not allow any pets without permission. Please list any pets that will be occupying the unit.

Name: _____

Name: _____

Type: _____

Type: _____

Breed: _____

Breed: _____

Color: _____

Color: _____

Lbs: _____ Age: _____

Lbs: _____ Age: _____

Gender: _____ Date Added: _____

Gender: _____ Date Added: _____

Date of Last Rabies Shot: _____

Date of Last Rabies Shot: _____

Bank Name/Location _____ Phone (_____) _____

Checking Account _____ Savings Account _____

Credit References (name of company and account number)

1. _____ 2. _____

Has applicant, spouse or any other proposed resident ever:

Filed for bankruptcy No ___ Yes ___ Chapter and Date _____ Explanation _____

Been evicted from tenancy No ___ Yes ___ Explanation _____

Been convicted of a felony No ___ Yes ___ Explanation _____

Character References:

1. _____ Address _____ Phone _____

2. _____ Address _____ Phone _____

I hereby authorize Real Page via Leasing Desk, its employees and agents, to take any and all actions necessary to verify the contents of this application. I understand that such actions may include but are not limited to, a credit report, verification of employment, past rental history, police and criminal records. I will hold Real Page, its employees and agents harmless from liability for the accurate reporting of such information to the management and/or owners. I certify that all information provided by me is true, correct, and complete and I understand that any misrepresentations or omission is cause for the management and/or owners to reject and/or terminate any lease based on this application.

**** (IMPORTANT) It is understood and agreed that the security fee will be FORFEITED if I/we cancel this application. ****

Applicant's Signature _____

(Please provide a photo ID and latest pay stub with application)

Date _____

Leasing Agent _____

Date _____

How did you hear about Waldron Enterprises? [] Drive by [] Apartment Finder [] Phone Book [] Internet

