

# **COURTSIDE SQUARE APARTMENTS and SUITES**

## **PROCEDURE FOR MAKING APPLICATION FOR RESIDENCY**

We are pleased you have decided to make Courtside Square Apartments and Suites your new home. In order for us to process your application quickly and thoroughly, please adhere to the following procedures.

Along with your application you will need to provide the following information:

- **Valid Drivers License**
- **Proof of Income: 2 current pay stubs, new hire offer letter, or last year's tax return**
- **Signed Application and Credit Release Form**
- **\$50.00 application fee per applicant (\$75.00 for married couples.)**
- **The application fee is non-refundable and can be paid by check or money order made payable to:**

Willner Properties

Once all of this necessary information has been provided to us, our goal is to have your application processed within one to two business days. The Leasing Manager will then notify you as to the status of your application.

We do **NOT** accept cash at anytime.

**ALL MONIES DUE AT TIME OF LEASE SIGNING MUST BE PAID BY MONEY ORDER OR BANK CHECK, SUBJECT TO COLLECTION.**

### **FEATURES AND AMENITIES**

- Large private balcony featured in every apartment
- Walk to public transportation & King of Prussia Mall
- Cats welcome (\$200.00 Non-refundable)
- Laundry facility on site
- Individually controlled heat and air conditioning
- 24hr Emergency maintenance
- Hot water, Trash, Sewer & Cooking Gas included
- Spacious floor plans
- On-site management office
- Ten-foot ceilings on first floor
- Electronic security entrance

# **COURTSIDE SQUARE APARTMENTS and SUITES**

## **Rental Application**

**Applicant** (Please Print)

Applicant 1 \_\_\_\_\_  
(Last) (First) (MI)

Social Security # \_\_\_\_\_ Date of Birth \_\_\_\_\_

Present Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

Own \_\_\_\_\_ Rent \_\_\_\_\_ Amount \_\_\_\_\_ Years at Present Address \_\_\_\_\_

If Renting, Name of Complex \_\_\_\_\_ Phone # \_\_\_\_\_

The apartment will be occupied by the following residents listed below, **and no others:**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Automobile Make \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ License Plate \_\_\_\_\_

### **Employment**

Present Employer \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Position \_\_\_\_\_ Yearly Salary \_\_\_\_\_ Length of Employment \_\_\_\_\_

Supervisor Name \_\_\_\_\_ Supervisor # \_\_\_\_\_

# **COURTSIDE SQUARE APARTMENTS and SUITES**

## **Applicant 2/Co-Applicant (Please Print)**

Applicant 2 \_\_\_\_\_  
(Last) (First) (MI)

Social Security # \_\_\_\_\_ Date of Birth \_\_\_\_\_

Present Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

Own \_\_\_\_\_ Rent \_\_\_\_\_ Amount \_\_\_\_\_ Years at Present Address \_\_\_\_\_

If Renting, Name of Complex \_\_\_\_\_ Phone # \_\_\_\_\_

## **Employment**

Present Employer \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Position \_\_\_\_\_ Yearly Salary \_\_\_\_\_ Length of Employment \_\_\_\_\_

Supervisor Name \_\_\_\_\_ Supervisor # \_\_\_\_\_

I have read the foregoing and certify that the information herein by me is true and correct, that this rental application is submitted for the purpose of obtaining approval of this application on my behalf. No oral statement made by our employees or Agents shall be binding upon us unless consented to by us in writing.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

# **COURTSIDE SQUARE APARTMENTS and SUITES**

## **RELEASE OF CREDIT INFORMATION**

**Please read all terms below and sign:**

I, the undersigned, do hereby authorize Landlord to obtain the information it deems desirable in the processing of my application, including:

- Credit Reports
- Rental History
- Police and Vehicle Records
- Civil or Criminal Actions
- Employment/Salary Details
- Any other Relevant Information

And release Landlord, its employees and agents from all liability for any damage whatsoever incurred in furnishing or obtaining such information. Upon approval and acceptance I/We agree to execute a lease before possession is given. In no event is the reservation fee refundable to the applicant, except in the event the Landlord fails to deliver possession of the premises as may be required by any lease executed between the parties. The applicant hereby waives any claim for damages by reason of non-acceptance of this application, which the Landlord or his agent may reject without stating reasons for doing so. It is further agreed that if any information herein is false, the lease made on the strength of this application may, at the option of the Landlord, be terminated at any time.

\_\_\_\_\_  
Signature (Applicant 1)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name (Applicant 1)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Applicant 2/Co-Signer)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name (Applicant 2/Co-Signer)

\_\_\_\_\_  
Date