

Welcome to Daniels Creek Village

We appreciate your interest in our community. Before filling out the attached application we would like to share information about CENTIS Properties, LLC.

- *We want all of our tenants to have a safe and comfortable community to live in. We provide increased lighting in our park, video surveillance (coming soon), park curfew and increased patrol by local authorities.*
- *We encourage our tenants to look out for one another and promote a sense of community.*
- *We have a thorough screening process for all applicants including a criminal background check.*

Please review our list of criteria. If you feel you meet the criteria, then we welcome you to apply. We provide equal housing opportunity.

- 1) *Information is required for each adult who will be residing at the residence (18 yrs and older)*
- 2) *We require copy of photo ID (driver's license or other government-issued photo ID)*
- 3) *Rental history must be verified by unbiased sources (no relatives)*
- 4) *Section 8 applicants must allow information access (we must be able to verify information regarding rental history from local public housing agency)*
- 5) *No **drug or gang** activity is permitted on the premises nor is any other type of illegal activity or behavior.*
- 6) *We must be able to verify independently the amount and stability of your income through sources such as pay stubs, employer/source contact or through tax records. If self-employed, you will need to submit a business license, tax records, bank records or client references.*
- 7) *Tenants are responsible for their conduct and that of their guests while on the property*
- 8) *No Tenant or their guest will be allowed to interfere with the peace of the other tenants or the community.*

TENANT APPLICATION

Daniels Creek Village

Application Date: _____ Request: 2BR 3BR

PERSONAL DATA

Name of Tenant: _____ Date of Birth: ___/___/___

Home Phone #: _____ Cell Phone #: _____

SSN: _____ Driv. Lic. #: _____ Expiration Date: ___/___/___

Name of Co-Tenant: _____ Date of Birth: ___/___/___

SSN: _____ Driv. Lic. #: _____ Expiration Date: ___/___/___

Present Address (include zip code): _____

Time at Present Address: _____

Landlord Name: _____ Landlord Phone: _____

Reason for Relocating: _____

Car Make: _____ Model: _____ Year: _____

Color: _____ License Plate: _____

OTHER OCCUPANTS: (18 yrs and older must complete pg. 4 of application)

Name: _____ Date of Birth: ___/___/___ SSN: _____

Relationship: _____

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Name: _____ Date of Birth: ___/___/___ SSN: _____

Relationship: _____

Name: _____ Date of Birth: ___/___/___ SSN: _____

Relationship: _____

EMERGENCY CONTACT:

Name: _____ Phone # _____

Relationship: _____

TENANT EMPLOYMENT HISTORY:

Current Employer

Former Employer

Address

Address

Phone Number

Phone Number

Length of Employment

Length of Employment

Monthly Income

Monthly Income

TENANT REFERENCES: (no relatives or friends)

Name: _____ Phone #: _____

Relationship: _____

Name: _____ Phone #: _____

Relationship: _____

Have you ever filed a petition for bankruptcy? _____

Have you ever been evicted from any tenancy? _____

Have you ever willfully and intentionally refused to pay any rent when due? _____

Have you ever been taken to court for not paying your rent? _____

Have you ever been convicted of any crime? _____ What State(s)? _____

If you answered yes to any of these questions, please give details: _____

All requested information must be completed

I declare, under penalty of perjury, that the foregoing is true and correct.

Tenant (Print Name) _____

Tenant (Signature) _____ Date: ___/___/___

CO-TENANT EMPLOYMENT HISTORY:

Current Employer

Former Employer

Address

Address

Phone Number

Phone Number

Length of Employment

Length of Employment

Monthly Income

Monthly Income

CO-TENANT REFERENCES: (no relatives or friends)

Name: _____ Phone #: _____

Relationship: _____

Name: _____ Phone #: _____

Relationship: _____

Have you ever filed a petition for bankruptcy? _____

Have you ever been evicted from any tenancy? _____

Have you ever willfully and intentionally refused to pay any rent when due? _____

Have you ever been taken to court for not paying your rent? _____

Have you ever been convicted of any crime? _____ What State(s)? _____

If you answered yes to any of these questions, please give details: _____

All requested information must be completed

I declare, under penalty of perjury, that the foregoing is true and correct.

Co-Tenant (Print Name) _____

Co-Tenant (Signature) _____ Date: ___/___/___

OTHER OCCUPANTS: (18yrs. and older)

Name #1: _____

Have you ever been evicted from any tenancy? _____
Have you ever been convicted of any crime? _____ What State(s): _____
If you answered yes to any of these questions, please give details: _____

I declare, under penalty of perjury, that the foregoing is true and correct.

(Print Name) _____

(Signature) _____ Date: ___/___/___

Name #2: _____

Have you ever been evicted from any tenancy? _____
Have you ever been convicted of any crime? _____ What State(s): _____
If you answered yes to any of these questions, please give details: _____

I declare, under penalty of perjury, that the foregoing is true and correct.

(Print Name) _____

(Signature) _____ Date: ___/___/___

CENTIS Properties, LLC

P.O. Box 1869

Midlothian, VA 23113-1869

1-866-563-8777

(804) 739-3040 FAX

APPLICANT'S AUTHORIZATION TO RELEASE RECORDS

Daniels Creek Village

CENTIS Properties, LLC

P.O. Box 1869

Midlothian, VA 23113-1869

1-866-563-8777

TO: _____
[NAME OF BUSINESS OR INSTITUTION WHERE INFORMATION IS REQUESTED]

I, _____, AUTHORIZE CENTIS Properties, LLC
[NAME OF TENANT] [NAME OF LANDLORD]

TO BE ABLE TO OBTAIN ANY PERTINENT CREDIT, EMPLOYMENT, BANKING, OR RESIDENCE INFORMATION AS IS NECESSARY IN CONJUNCTION WITH MY PENDING APPLICATION FOR RESIDENCY. I HEREBY AUTHORIZE THE RELEASE OF THOSE RECORDS TO THE LANDLORD NAMED ABOVE. I EXPRESSLY AGREE TO WAIVE ANY PRIVILEGES WITH RESPECT TO ANY INFORMATION RELEASED TO THE LANDLORD NAMED ABOVE.

APPLICANT SIGNATURE: _____

DATE: _____

CO-APPLICANT'S AUTHORIZATION TO RELEASE RECORDS

Daniels Creek Village

CENTIS Properties, LLC
P.O. Box 1869
Midlothian, VA 23113-1869
1-866-563-8777

TO: _____
[NAME OF BUSINESS OR INSTITUTION WHERE INFORMATION IS REQUESTED]

I, _____, AUTHORIZE CENTIS Properties, LLC
[NAME OF TENANT] [NAME OF LANDLORD]

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CO-APPLICANT SIGNATURE: _____

DATE: _____