

## Application for Admittance to the Capitol Mobile Home Park

### For Park Manager Use Only

Number of adults: \_\_\_\_\_ Total Application Fee: \_\_\_\_\_ Paid with:  Check  MO

Applying to:  Rent Lot # \_\_\_\_\_ or  Rent Park Owned Home at Lot # \_\_\_\_\_ or  Rent to Own Home at Lot # \_\_\_\_\_

Date of desired occupancy \_\_\_\_\_ Proposed Rent to Own Payment: \$ \_\_\_\_\_

**EACH ADULT APPLYING FOR UNIT MUST COMPLETE APPLICATION.** THERE IS A \$25 APPLICATION FEE FOR EACH ADULT OCCUPYING THE UNIT. IF ACCEPTED, THE APPLICATION FEE WILL BE APPLIED TOWARDS YOUR FIRST MONTH'S RENT. **PLEASE ALLOW 24-48 HOURS FOR APPROVAL.** Payment must be by check or money order – **NO CASH**

PLEASE PRINT- All information must be completed. All blanks must be filled in. The decision to rent to you will depend greatly on your references. Only responsible people who pay rent on time need apply.

How did you find out about us?  Newspaper \_\_\_\_\_  Friend \_\_\_\_\_  Other \_\_\_\_\_

### For Office Use Only

#### YOUR PERSONAL INFORMATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Status: SSN \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Email (Req'd) \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Current Driver's License # \_\_\_\_\_ State \_\_\_\_\_

Date: Present Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How Long? \_\_\_\_\_ If renting, Apartment name/location \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Landlord/Manager name \_\_\_\_\_ Current Rent \$ \_\_\_\_\_

Why are you leaving? \_\_\_\_\_

#### SPOUSE/ROOMMATE PERSONAL INFORMATION (All Individuals Over the Age of 18 Must Complete Application)

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Status: SSN \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Email (Req'd) \_\_\_\_\_  
**Must be different than primary applicant**

Phone (\_\_\_\_) \_\_\_\_\_ Current Driver's License # \_\_\_\_\_ State \_\_\_\_\_

Date: Present Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How Long? \_\_\_\_\_ If renting, Apartment name/location \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Landlord/Manager name \_\_\_\_\_ Current Rent \$ \_\_\_\_\_

Why are you leaving? \_\_\_\_\_

**EMPLOYMENT**

**Primary Applicant**

Present employer \_\_\_\_\_ Position \_\_\_\_\_ How long? \_\_\_\_\_

Address \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Gross Monthly Income before deductions \$ \_\_\_\_\_ Other Income \$ \_\_\_\_\_ Source \_\_\_\_\_

**Spouse/Roommate**

Present employer \_\_\_\_\_ Position \_\_\_\_\_ How long? \_\_\_\_\_

Address \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Gross Monthly Income before deductions \$ \_\_\_\_\_ Other Income \$ \_\_\_\_\_ Source \_\_\_\_\_

**Total Combined Gross Monthly Income: \$ \_\_\_\_\_**

**OTHER OCCUPANTS**

You must list all other persons who will live in the dwelling unit, include children. **Any persons 18 and over must complete personal information portion on page 1.**

Name \_\_\_\_\_ Age \_\_\_\_\_ Name \_\_\_\_\_ Age \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_ Name \_\_\_\_\_ Age \_\_\_\_\_

**\*PETS**

**\*NOTE: No pets are allowed at any time on the premises without prior Management consent, and NO PETS OVER 30 POUNDS ARE ALLOWED, NO EXCEPTIONS. If pets are found on the premises without approval, they will be required to leave.**

Name \_\_\_\_\_ Type \_\_\_\_\_ Weight \_\_\_\_\_ Name \_\_\_\_\_ Type \_\_\_\_\_ Weight \_\_\_\_\_

**PERSONAL HISTORY**

Have you ever been evicted? YES  NO

If yes, explain \_\_\_\_\_

Have you ever had a foreclosure / repossession? Yes  No

If yes, explain \_\_\_\_\_

Have you ever filed for bankruptcy? Yes  No  Chapter 7  Chapter 13

If yes, explain \_\_\_\_\_

Have you ever been convicted of a crime, other than a traffic violation? Yes  No

If yes, explain \_\_\_\_\_

