



SCREENING REPORTS, INC.

34 E. GERMANTOWN PIKE, #102
EAST NORRITON, PA 19401

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PHILADELPHIA FAX (610) 828-4556

RELEASE OF INFORMATION AUTHORIZATION

I AUTHORIZE SCREENING REPORTS TO DO A COMPLETE INVESTIGATION OF ALL INFORMATION PROVIDED BELOW. I HAVE PERSONALLY FILLED IN AND REVIEWED ALL INFORMATION LISTED BELOW. A COMPLETE INVESTIGATION MAY INCLUDE ANY OR ALL OF THE FOLLOWING: CREDIT REPORT, CRIMINAL RECORD, SEXUAL OFFENDER SEARCH, TERRORIST ALERTS, RENTAL HISTORY REFERENCES, EMPLOYMENT HISTORY AND PERSONAL INTERVIEWS WITH ANY REFERENCES.

I ACKNOWLEDGE THAT SRI PROVIDES REPORTS TO THIS COMPANY AND DOES NOT PARTICIPATE IN THE APPROVAL OR DENIAL PROCESS. IN CASES OF DENIAL, YOU ARE ENTITLED TO CONTACT SCREENING REPORTS TO OBTAIN A COPY OF THE INFORMATION PROVIDED BY OUR COMPANY TO THIS COMPANY. REQUESTS MUST BE RECEIVED IN WRITING TO SCREENING REPORTS.

MY SIGNATURE BELOW AUTHORIZES ANY RELEASE OF INFORMATION REGARDING CREDIT AND HOUSING REPORTS, REFERENCES, JOB HISTORY (INCLUDING SALARY) AND CRIMINAL RECORD INFORMATION.

APPLICANTS' NAME (PRINT)

_____-_____-_____
SOCIAL SECURITY

____/____/_____
DATE OF BIRTH

APPLICANTS' ADDRESS

CITY

STATE

ZIP

APPLICANTS' SIGNATURE

DATE

RENTAL APPLICATION HAMPSTEAD COURT



Thank you for your application. To help us more promptly process your application, the undersigned applicant or (or applicants if more than one adult party signing the lease agreement) agrees to pay a non-refundable application fee of \$35.00 per applicant which is due prior to the application being considered by the landlord. In addition, applicant shall pay \$300.00 unit reservation payment to landlord which will be applied to security deposit (or partially applied to rent) if application is accepted by Landlord. Applicant may cancel this application within five (5) calendar days from the date in which application was signed in which case applicants \$300.00 unit reservation payment shall be refunded, however the application fee(s) shall not be refunded. Cancellation of this application after the fifth (5th) calendar day from date the application was signed will result in the forfeiture of all monies paid and no amount will be refunded. Any cancellation must be in writing. If application is not accepted by landlord, applicants \$300.00 unit reservation payment shall be refunded, however the application fee(s) shall not be refunded.

Only approved individuals listed on this Application and the Lease Agreement may reside in the apartment. No additional occupants may reside within an apartment without completing a rental application, having a background check and receive approval from the Landlord. Any variance in the process for adding an occupant will be considered a breach of lease.

The following documents are required to complete your application

1. Copy of Drivers License or State Identification for each person over the age of 18 residing in the premises
2. Names and age of each person expected to reside in the premises under the age of 18
3. Copy of 2 most recent pay stubs for applicant and co applicant
4. W-2 statements for applicant and co applicant
5. Neatly printed application completely filled out and signed by all applicants
6. 2 most recent landlord names, addresses and phone number
7. \$35.00 application fee to Hampstead Court Apartments per applicant
8. \$300.00 unit reservation payment to Hampstead Court Apartments, which will be applied to your deposit if your application is accepted. If your application is denied, it will be returned.

Thank you for submitting an application, it could take up to 1 full week to process your application.

Please complete the application and return to the Rental Office on site, or mail it with two checks made payable to Hampstead Court Apartments, one for \$35.00 per applicant and one for \$300.00.

Hampstead Court
1504 N Broom Street, Suite 3
Wilmington DE 19806

Phone (302) 888-0300 x 22
Fax (302) 888-0332

Today's Date: _____ Unit Desired _____ Requested Move In Date: _____

RENTAL APPLICATION HAMPSTEAD COURT



Applicant # 1

Full Name (include middle initial): _____

Social Security Number: _____ Date of Birth: _____

Marital Status: _____ Drivers License Number _____ State _____

Current Address: _____

Phone: Day () _____ Cell Phone: () _____

Residences for Applicant # 1 (Include all residences for past 3 years)

Your Current Address: _____

Move In and out date _____ Landlord Name _____

Rental Amount: _____ Landlord Phone REQUIRED _____

Explain reason for leaving _____

Your Prior Address: _____

Move In and out date _____ Landlord Name _____

Rental Amount: _____ Landlord Phone REQUIRED _____

Explain reason for leaving _____

Employment Information – Applicant # 1

Employment Status: _____ Full Time _____ Part Time _____ Student _____ Retired

Current Employer _____

Address _____ Supervisor _____

Supervisors Phone _____ Personnel Dept Phone _____

Monthly Gross Salary _____ Date of Employment _____

Years Employed _____ Job Title _____

Prior Employer _____

Address _____ Supervisor _____

Supervisors Phone _____ Personnel Dept Phone _____

Monthly Gross Salary _____ Date of Employment _____

Years Employed _____ Job Title _____

Applicant # 2

Full Name (include middle initial): _____

RENTAL APPLICATION HAMPSTEAD COURT



Social Security Number: _____ Date of Birth: _____

Marital Status: _____ Drivers License Number _____ State _____

Current Address: _____

Phone: Day () _____ Cell Phone: () _____

Residences for Applicant # 2 (Include all residences for past 3 years)

Your Current Address: _____

Move In and out date _____ Landlord Name _____

Rental Amount: _____ Landlord Phone REQUIRED _____

Explain reason for leaving _____

Your Prior Address: _____

Move In and out date _____ Landlord Name _____

Rental Amount: _____ Landlord Phone REQUIRED _____

Explain reason for leaving _____

Employment Information – Applicant # 2

Employment Status: _____ Full Time _____ Part Time _____ Student _____ Retired

Current Employer _____

Address _____ Supervisor _____

Supervisors Phone _____ Personnel Dept Phone _____

Monthly Gross Salary _____ Date of Employment _____

Years Employed _____ Job Title _____

Prior Employer _____

Address _____ Supervisor _____

Supervisors Phone _____ Personnel Dept Phone _____

Monthly Gross Salary _____ Date of Employment _____

Years Employed _____ Job Title _____

Other Occupants

Name _____ SSN _____ - - _____ DOB ____ / ____ / ____ Relationship _____

Name _____ SSN _____ - - _____ DOB ____ / ____ / ____ Relationship _____

RENTAL APPLICATION HAMPSTEAD COURT



Vehicle Make/Model _____ Year _____ Tag # _____ State _____

Vehicle Make/Model _____ Year _____ Tag # _____ State _____

Please note: parking is not assigned or reserved. A maximum of one vehicle for a one bedroom Unit or a maximum of two vehicles permitted for a two bedroom unit are permitted. All vehicle Registrations must be up to date. Any vehicle with an expired tag will be towed.

Emergency Information

In case of emergency, notify: _____ Relationship _____

Phone: () _____ Cell Phone: () _____

Address _____

Authorizations

The information which you have provided will be relied upon in considering your application. It is important that the information be accurate and complete. By signing this application, you represent and warrant that the information you provided is indeed accurate and complete. **By signing, you authorize Hampstead Court Apartments and/or the property owner to verify any references which you have listed including your past and present employers, current and previous landlords to release information upon providing this written authorization. You also authorize us to conduct a credit check and criminal background check with appropriate credit reporting agencies.** Your signature below acknowledges receipt, understanding and acceptance of the Rental Guidelines attached to this application.

Sign Name: _____

Date: _____

Print Name: _____

Sign Name: _____

Date: _____

Print Name: _____

Other Important Information

A **certified check or money order** is required for payment of security deposit and first months rent

A copy of the applicants and co-applicants driver license or some form of valid identification is required

RENTAL APPLICATION HAMPSTEAD COURT



A lease must be signed and all deposits and security deposits must be received prior to occupancy

A full set of Rules and Regulations will be provided at time of Lease signing unless otherwise requested

Tenant is responsible for transferring electric and gas into their name effective the day of occupancy

You are required to maintain all light bulbs and batteries in smoke detectors

No pets are permitted, visiting pets are not permitted, either is considered a breach of the lease.

Rental and Heat payments received after the 5th of the month will be subject to a 5% late fee.

Tenant may not run phone & cable on exterior of structure, Satellite Dish equipment may not be installed

Utilities must be transferred into tenant's name prior to or on the move in date by contacting the Town of Middletown.