



**CENTURY**  
SALES & MANAGEMENT, LLC



# Residency Application

A \$40.00 Non-Refundable/Non-Transferable Application Fee per adult, Security Deposit, Proof of Income as well as a completed and signed application are required to process all applications. All applicants must be 18 years of age, or 17 with a co-signer.

Allow 2-4 business days for processing.

2855 S 70th St Suite 200, Lincoln, NE 68506

P: 402.437.8321 / F: 402.437.8325 / www.gocentury.com

Your Leasing Agent: \_\_\_\_\_

Street: \_\_\_\_\_ Apartment # \_\_\_\_\_

**I AGREE TO ENTER A LEASE AGREEMENT UPON THE FOLLOWING TERMS:**

\*Move In Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Rental Rate \$ \_\_\_\_\_ Lease Term \_\_\_\_\_ Security Dep \$ \_\_\_\_\_

Pet \$ \_\_\_\_\_ Garage \$ \_\_\_\_\_ Parking \$ \_\_\_\_\_ Special (Gas/Cable/HOA) \$ \_\_\_\_\_

\*Move in date requested is not guaranteed. Based on availability of unit.

\*\*A \$50 Admin Fee will be due at the time of move in\*\*

## APPLICANT INFORMATION

Name \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Driver's License # \_\_\_\_\_ ST \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work \_\_\_\_\_

e-mail address (this is how you will be notified of your approval) \_\_\_\_\_@\_\_\_\_\_

Vehicle (make/model) \_\_\_\_\_ color \_\_\_\_\_ plate number \_\_\_\_\_

## APPLICANT RENTAL INFORMATION

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

How long have you lived at this address \_\_\_\_\_ Current Rental Amount \$ \_\_\_\_\_

Name of Apartment Community / Landlord \_\_\_\_\_

Apartment Community / Landlord Phone Number \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Are you listed as a tenant on a current lease? Yes \_\_\_\_\_ No \_\_\_\_\_ Have You Given Written Notice? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you own your own home? Yes \_\_\_\_\_ No \_\_\_\_\_ Reason for Moving \_\_\_\_\_

Residency for Last Two Years (if you have not been at your current address for longer than two years)

(1) \_\_\_\_\_

(2) \_\_\_\_\_

## APPLICANT EMPLOYMENT HISTORY

Current Employer \_\_\_\_\_ Phone Number \_\_\_\_\_

Position \_\_\_\_\_ Supervisor \_\_\_\_\_

Dates of Employment \_\_\_\_\_ - \_\_\_\_\_ Rate of Pay \$ \_\_\_\_\_ per Hr/Biwk/Mth/Annual Hrs per wk \_\_\_\_\_

Second Employer \_\_\_\_\_ Phone Number \_\_\_\_\_

Position \_\_\_\_\_ Supervisor \_\_\_\_\_

Dates of Employment \_\_\_\_\_ - \_\_\_\_\_ Rate of Pay \$ \_\_\_\_\_ per Hr/Biwk/Mth/Annual Hrs per wk \_\_\_\_\_

Other Source of Income \_\_\_\_\_ Amount \_\_\_\_\_

*Proof of income from all sources is required for approval process. Please provide a copy of paycheck stub, direct deposit, W-2 or I-20 for verification.*

## APARTMENT OCCUPANTS OTHER THAN SELF

Each occupant 18 years and older must apply and be approved individually

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship to Applicant \_\_\_\_\_  
Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship to Applicant \_\_\_\_\_  
Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship to Applicant \_\_\_\_\_

## EMERGENCY CONTACT INFORMATION (Cannot be applying with you)

Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work \_\_\_\_\_

## PERSONAL HISTORY INFORMATION

Have you ever been asked to move out or been evicted? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what year \_\_\_\_\_  
Have you even broken a rental agreement or lease? Yes \_\_\_\_\_ No \_\_\_\_\_  
Have you ever declared bankruptcy? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what year \_\_\_\_\_  
Have you ever gone to court for damage to a rental unit? Yes \_\_\_\_\_ No \_\_\_\_\_  
I have been convicted of a felony/misdemeanor (Please circle all that apply and provide info below) N/A \_\_\_\_\_  
State \_\_\_\_\_ County \_\_\_\_\_ Year \_\_\_\_\_ Offense \_\_\_\_\_  
Are you a registered sex-offender? Yes \_\_\_\_\_ No \_\_\_\_\_  
Are you a student? Yes \_\_\_\_\_ No \_\_\_\_\_  
Do you have a pet? Yes \_\_\_\_\_ No \_\_\_\_\_ Type \_\_\_\_\_ Breed \_\_\_\_\_ Weight \_\_\_\_\_

## HOW DID YOU HEAR ABOUT US

\_\_\_\_\_ Drive By/Sign \_\_\_\_\_ gocentury.com \_\_\_\_\_ Zillow \_\_\_\_\_ Craigslist \_\_\_\_\_ Other Internet Source  
Referral-Name: \_\_\_\_\_ Address: \_\_\_\_\_

\*Referrals must be on the application or received before the lease is signed to qualify for the Referral Credit\*

**NOTE:** Applicant understands that by signing this application, applicant authorizes Management to remove this rental unit from the rental market. Applicant is legally obligated for the rental unit, and will be held responsible accordingly. **IF I SHOULD CANCEL THIS APPLICATION AFTER TWO DAYS FROM THE DATE APPLICATION IS APPROVED, THE ENTIRE DEPOSIT WILL BE RETAINED AS TERMINATION CHARGES.** All cancellations must be in writing. If the application is declined, the deposit only will be refunded. Application fees are non refundable and non transferable. Additional fees may apply to switch units once application is submitted.

Applicant is also agreeing to the following: PETS ARE NOT ALLOWED UNLESS WITH WRITTEN CONSENT FROM THE LANDLORD. This application must be filled out COMPLETELY AND ACCURATELY. In the event a lease is entered into, it may be cancelled by the landlord if any of the information provided in the application is materially inaccurate or incomplete. **A \$50 Admin Fee will be due at the time of move in.** Dwelling cannot be transferred nor used to give accommodation to boarders or lodgers and should not be used for any other purpose than as a private dwelling solely for the approved tenant(s) and/or dependents. Management reserves the right to cancel this application if applicant is unable to have utilities placed in their name.

By signing this application, I authorize the Landlord or Landlord's agents to verify the above information such as employment, monthly income, criminal background, and past residential history. Verification or re-verification of any information contained in the application will be retained by the Landlord. Any person or entity identified on this application or holder of public record is hereby instructed to release information regarding this application, my credit, tenant check writing histories and/or my criminal record to RentGrow, Inc. dba Yardi Resident Screening (YRS) or Credit Information Systems Midwest (CIS). Agencies used by YRS or CIS to acquire this information may include, but are not limited to, Experian, Equifax, Trans Union, TeleCheck, and/or any law enforcement agency. Upon request, YRS or CIS will provide the name and phone number of any outside agency used in the verification process.

When a co-signer is required, the co-signer application must be filled out completely, signed and delivered to our office within 24 hours of being informed. If the co-signer application is not received within a 24 hour period, the subject unit applied for will be put back on the market.

Applicant acknowledges and consents that they understand that Century Sales and Management, LLC. is the common law agent for the owner, and as such a resident is a customer, not a client of Century Sales and Management, LLC.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_ Agent \_\_\_\_\_