

Rental Application

Property:

Applicant information

Welcome and thank you for your interest in a Superior Management Systems, LLC. housing community. SMS is a professional property management firm dedicated to equal housing opportunity for all.

The following will guide you through our application process. This process has been developed to quickly receive your application and supporting documentation. This information is needed to make a determination of your eligibility to lease an apartment home at our community. Please be prepared with the following information to make your submission as easy as possible:

1. Credit/Debit card for application fee. There is a \$35 application fee required for each Adult Household member. Please note that each adult household member MUST complete an individual rental application. Application fees may be paid by money order only if paying in person, or by mail.
2. Photo ID
3. 2 Most Recent Check Stubs or proof of income
4. Access to Social Security Number

If you have any questions please contact the leasing agent you are working with or feel free to email admin@superiormgmtsys.com.

Applicant name

First name

Last name

Applicant social security number

Applicant birth date

Applicant current address

Country

Street

City

State

Zip

Applicant email

Applicant home phone

Emergency contact name

First name

Last name

Emergency contact relationship

Emergency contact email

Emergency contact phone

Employment

Employer name

Employer address (optional)

Country

Street

City

State

Zip

Employer phone number

Employer email (optional)

Position held

Employment dates

to

Monthly gross salary

Rental history

Rental address

Country

Street

City

State

Zip

Rental dates

to

Monthly rent

Reason for leaving

Landlord name

First name

Last name

Landlord phone number

Landlord email (optional)

Resident Selection Criteria

RESIDENT SELECTION CRITERIA

Thank you for choosing a Superior Management Systems, LLC. community as your potential new apartment home. The following resident selection criteria is designed to ensure all applicants are treated fairly and equally. Superior Management Systems LLC., holds to the highest standards to ensure an Equal Housing Opportunity for all. The following is intended to identify the process in which your application will be processed.

Equal Housing: This community does not discriminate on the basis of race, color, sex, religion, handicap, familial status, sexual orientation or national origin.

Identification: All visitors must present a current Government issued identification in order to view the community. Acceptable forms of identification are: Valid State Issued Driver's license, valid state issued ID card, valid Military ID card, a valid Passport or a US Immigration and Naturalization Services issued VISA. A copy of all applicants photo IDs will be made and retained at time of move-in.

Occupants: Occupancy will be limited to no more than two (2) persons in a one-bedroom apartment, four (4) persons in a two-bedroom apartment or six (6) persons in a three-bedroom apartment. All adult occupants will be considered as responsible residents under the Lease Agreement and will be asked to sign the Lease as a resident.

Application for Residency: An Application for Residency must be completed and maintained for each applicant 18 years or older who will be living in the apartment and/or contributing to the payment of rent.

Qualifying Standards

Rental History: Up to 36 months of rental history may be verified on present and previous residence. A positive record of prompt monthly payment, sufficient notice, with no damages is expected. Eviction, Skip, or Money Left Owing to a Landlord within seven (7) years of application date or falsification of this application may result in an automatic rejection.

Credit History: An unsatisfactory credit report can disqualify an applicant from renting an apartment home at this community. An unsatisfactory credit report is one which reflects past or current bad debts, late payments or unpaid bills, liens, judgments or bankruptcies. Persons declined for no credit history may qualify with a higher deposit.

Income: Applicants must have a verifiable income source. Acceptable income verification required may include pay stubs consecutive for a 4 week period, a notarized letter from the employer, the most recent W2, or proof of assets equal to 3 times the lease term. Self-employed applicants may be required to supply the most recent IRS tax return or certified verification from their company accountant or bank. Retired (must provide documentation of ability to pay rent).

Criminal Background Check: A criminal background check will be run on all Applicants. An applicant may be automatically denied in the event the applicant(s) have ever been convicted of a felony or misdemeanor for a crime against a person. The applicant(s) may also be declined if they have received adjudication or has been charged with a felony or misdemeanor offense(s) within the past seven (3) years for a crime against a person.

The applicant agrees that the lease shall be terminated in the event the applicant, after moving onto the property, is convicted of a felony or misdemeanor for a crime against a person. and/or appears on the list of known terrorists and wanted fugitives.

Note: This requirement does not constitute a guarantee or representation that residents or occupants residing at this apartment community have not been convicted of a felony or are not subject to deferred adjudication for a felony. Additional criminal acceptance criteria may be used or modified at anytime by Superior Management Systems, LLC.

Guarantors: Will be accepted for income qualification purposes only and they must live in the state that the applicant is applying to live. He/she must complete an Application for residency and meet all of the Resident Selection Criteria. A guarantor will be a SIGNER on the Lease Agreement and will also be fully responsible for the Lease Agreement if the occupying resident(s) default

Notification: Applicants will be informed of the status of their application by telephone or email within 5 business days from submitting the application and the required processing fee. If the applicant is rejected, the applicant will be given an adverse action letter with information to contact Transunion to request copies of the information used to determine eligibility for occupancy. Management cannot be held responsible for inaccuracies contained in any information obtained, and is not allowed to provide details to the applicant regarding said information.

I have Read and understand the Resident Selection Criteria

Type Name here:

Holding Deposit Agreement

I understand that upon approval of my application, I must provide a non refundable \$200.00 holding deposit to place a hold on the apartment unit for which I am applying. When my holding deposit of \$200.00 is received, I understand that I will be assigned the address of my new apartment home and a move-in date will be determined. This holding deposit will be applied toward my move-in costs.

It is understood that if I do not sign a lease agreement within 10 days of my scheduled move-in date that I forfeit (lose) my Holding Deposit.

I have Read and agree to the terms of the Holding Deposit Agreement

Terms and conditions

I understand that this is a routine application to establish credit, character, employment, and rental history. I also understand that this is NOT an agreement to rent and that all applications must be approved. I authorize verification of references given. I declare that the statements above are true and correct, and I agree that the landlord may terminate my agreement entered into in reliance on any misstatement made above.

Agreed to

Agreed by

By submitting this application I am giving Superior Management Systems, LLC. permission to run a background check on myself and any cosigners.

Application fee:	\$35.00
Total:	\$35.00

Pending...

Superior Management Systems, LLC.
510 Highland Ave #313
Milford Charter Township, MI 48381