

Rental Application Information Form

I acknowledge receiving a copy of the Privacy Policy and Fair Credit Reporting Notice



Signature

Date

I AUTHORIZE you to make whatever inquiries necessary, including but not limited to landlords, employers, credit report, public records, and criminal history, in connection with my application. ALL information set forth in this application is declared to be a true representation of facts made for the purpose of obtaining a rental unit or lot and any willful misrepresentation on this application could result in eviction and/or criminal action.

Once information below is completed, please enclose application fee (money order) made payable to Charles Eckstine with completed form and RETURN to manager or MAIL to Charles Eckstine, P.O. Box 246 Greencastle, PA 17225.

Applicant's Signature

Location/Address of Rental _____

Name _____ age _____ Social Security # _____
(print) first middle last (include former name or alias)

Birth date: _____ Married Single Divorced **Other adults to live in home _____

Present address _____
(street) (city) (state) (zip)

Phone _____ If needed, may we text you at this number?..... Yes No
(Area code) #

Email Address: _____ If needed, may we email you? Yes No

Landlord's Name or Mortgage/Bank Name _____ phone & ext # _____

How long lived there? _____ Reason for leaving: _____

Previous Landlord or Bank _____ phone & ext # _____
(List previous 5 years' landlord names/addresses – additional space on back of application)

Address of rental _____ How long lived there? _____
(street) (date moved in and out)
(city) (state) (zip code)

Present employer _____ phone _____
Address: _____ How long employed? _____
Supervisor's name _____ type of work _____
(date started)

Previous employer(s) _____ How long employed? _____
List previous 5 yrs. employment history or schooling (use back if necessary) (date started/date left)
Supervisor's name _____ employer's phone _____

Other sources of income _____ phone # _____
area code and extension #

If self-employed, list 2 business references on back with their phone number. Check line if:
___ You have ever declared bankruptcy ___ A company in which you have had ownership has ever declared bankruptcy
___ You have any pending lawsuits against you or your company

OTHER FAMILY MEMBERS TO BE LIVING IN HOME: Total number of people to be living in the home full time # _____

Name	Relationship	Date of Birth	Full or Part time (part time: week-ends, holidays, summer)
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ONLY THESE PERSONS WILL BE AUTHORIZED TO LIVE IN HOME OR APARTMENT

If children are school age, please write grade, school attending, teachers' or principal's name, and school's phone number,

School Age Child: Grade: _____ Name of School _____

Teacher/Principal Name: _____ School Phone Number: _____

School Age Child: Grade: _____ Name of School _____

Teacher/Principal Name: _____ School Phone Number: _____

(If additional school age children please write information below)

Our policy is "No child under 15 years of age can be left without the supervision of a responsible adult while in the home or in the housing community." If an applicant has a child under 15 years of age:

Name of sitter? _____ age of sitter: : _____ relationship: _____

If child 15 – 17 years of age, please provide a copy of the most recent report card for this child(ren)

Credit References: Do you have Checking/Savings Accts? Yes No Type of Account: _____

Name of Bank/Financial Institution: _____ Date opened _____

Net monthly income amount (bring home pay for one month): \$ _____ Hourly pay rate \$ _____

Do you have the security deposit and first month's rent payment on hand- that you could pay today? Yes No

Current rent/mortgage amount paid monthly: \$ _____

If approved, by what date would you like to take possession of the unit? _____

Are any of your references related to you? _____(no) _____ (yes) (if yes explain below)

Have you or anyone to be living in your mobile home or apartment:

ever used or are using illegal drugs? (ten year history) _____(no) _____ (yes) (if yes explain below)

ever been engaged in a criminal offense? _____(no) _____ (yes) (if yes explain below)

If convicted, county/state of conviction: _____

ever been evicted from a rental unit or lot? _____(no) _____ (yes) (if yes explain below)

have any past credit problems? _____(no) _____ (yes) (if yes explain below)

have any lawsuits pending? _____(no) _____ (yes) (if yes explain below)

Number of vehicles: (cars, trucks, boats, campers, motorcycles, etc.) _____

Pets : Yes No (If yes, species/kind) _____

Do you or anyone residing in your home medically require a Service or Therapy Animal? Yes No

If yes, please request from us the necessary documentation/form to be completed by your medical provider.

If purchasing the mobile home, and renting only the home-site, please complete the following:

Mobile home: Make, size, year, type of heat _____

Present owner of home: _____ phone # _____

Name of the financial institution where the home will be financed: _____

Names of person(s) to be/are on title: _____

Other information/explanation of above information: (use additional paper if necessary) ** Each person over 18 years of age must fill out separate application forms.

Rules and Regulations of the Community/Home-site/Home:

- All residents, leaseholders and authorized persons listed above, shall be on file with our office, giving legal names of all person(s) who will occupy said home, phone number, mailing address, and whom to notify in case of emergency. Rental of home is based on the leaseholder(s) and authorized resident(s) (listed above) herein after referred to collectively as “Residents”. No additional person(s) will be allowed to live in a home without the written consent of the management. Homes shall be used for residential purposes only. No business of any kind may be conducted within the community; this includes caring for children for profit when said children are not authorized residents of the community.
- **NO PETS ALLOWED IN THE HOME OR THE COMMUNITY.** Please do not feed outside animals, such as stray cats. If you or a guest needs a service or emotional support animal as defined by the Fair Housing Law, **prior** to the animal being on site, the leaseholder needs to provide proper documentation and have this documentation approved. If not, the animal will be considered a pet and a rule violation.
- Rent continues until the keys are surrendered. Occupancy is contingent upon existing residents vacating premises. We reserve the right to show the home during last month of tenancy. Rent is due on the first day of each month. If the rent is paid by the first day of the month, a \$35.00 discount will be given. *If any past monies are due on the first of the month, any payments are applied to these past due amounts first.* If the first falls on a Sunday or holiday, then the rent is due on the next business day. If any portion of the rent is unpaid by the 5th of the month, rent is considered past due, and an eviction notice may be sent. The rent needs to be paid by certified check or money order (no cash will be accepted) made payable to **Mockingbirdhil, Inc.**
- Residents will be held directly responsible for any disturbance or damage caused by anyone residing in the household, guests of residents, or any other person under resident’s control. No child under 15 years of age can be left without the supervision of a responsible adult while in the home or in the housing community. Children of working parents must always be adequately supervised by a responsible adult designated by the parents. Such adults’ names shall be on file with the management. Children are to stay on their own property (home-site) and not roam through the community or play in the streets, annoy, or harass other residents. It is the parent’s responsibility to supervise their children, not the community manager. It is imperative that children are so well supervised that they will not present a disciplinary problem for the management.
- Residents should purchase renter’s insurance to protect their personal property. Landlord is not responsible for damage to residents’ personal property. Resident(s) also agrees to designate Mockingbirdhil, Inc. as a third-party designee on their electric account. Resident(s) is/are responsible to reimburse landlord for any agency fees charged. For example, but not limited to, ambulance or medic fees.
- Owner and management are permitted to enter the unit for inspections, make repairs and/or accompany contractors.
- Please keep residence and home site clean and neat, put all garbage and trash in plastic bags (no loose trash or paper bags), secure tightly and **immediately** place into dumpster. No storage of refuse, toxic, or flammable materials in, around, or under the home. Mockingbirdhil, Inc., or agent may enter premises to inspect and make repairs or alterations. An orderly home site with shrubbery and grass trimmed is expected, or management will do the same and charge owner accordingly. Specifically, the grass should never exceed five inches in length and weeds must be removed at all times. Any landscaping of home-site must be pre-approved, in writing by management. All shrubbery will become a permanent part of the community and may not be removed upon termination of this agreement. Outside high-risk items, such as but not limited to a trampoline, inflatable/above ground swimming pool, are **not permitted**.
- Residents will be responsible for their respective sewer blockages. Only water and human waste are to go into the toilet or drains. Any sewer blockage caused by resident will be repaired at the cost to the resident. Please report all leaks and needed repairs at once to management.
- Residents are to provide and maintain in working order smoke detectors and fire extinguisher. If not provided/maintained, management will do so and charge the leaseholder for the cost of the items plus \$25.00 for time/delivery. Nov-March, heat must stay on, but if needed, may be turned down to minimum of 50 degrees.
- Maximum of two parking spaces per home-site. Vehicles on the property need to be road worthy with current licenses, inspection, and insurance. No vehicle repairs are allowed in the community. Do not park on the grass. Vehicles larger than a pickup or panel truck are not permitted. Vehicles in violation may be towed away at owner’s expense. Residents and guests must observe careful driving habits and adhere to our posted speed limits of 10 (ten) miles per hour while in the community, only licensed drivers are permitted to operate a motor vehicle while in the community. Mini-bikes or recreational vehicle riding is prohibited in the community.
- Bows and arrows, BB guns, slingshots, firearms, firecrackers, air rifles, pellet guns, paint guns, fireworks, open flame, or other dangerous instruments of any kind are strictly forbidden to be used in the community.
- Smoking inside the unit is prohibited.
- **PLEASE RESPECT THE RIGHTS AND PROPERTY OF OTHER RESIDENTS.** This includes but is not limited to: no creation of any annoyance, nuisance, indecency, disorderly conduct, abusive language, loud parties, loud radios or TV, or loud mufflers on vehicles. Excessive noise of any kind will not be tolerated. Any boisterous conduct or actions which will disturb the peace and quietness of other residents is absolutely prohibited. No tampering or destruction of community’s or other resident’s property. No profanity, for example, but not limited to yards signs, displayed on home or homesite.
- Any violation of the Rules and Regulations of the Community/Home-site/Home could result in eviction. If it becomes necessary for management to pursue any legal actions, to remove the resident(s), or guest of resident, from the community or to assess damages against the resident(s) then it shall be the resident(s) responsibility to pay all court costs and attorney fees, including those incurred by management.