



Leasing Office: 521 Cherokee St, Apt 108
Kalamazoo, MI 49006-2839

Office Phone: (269) 349-4596
Office Hours: M-F 8:30 am to 4:30 pm
Email: cherokee522314@yahoo.com
www.CherokeeWestlawnApartments.com

APPLICATION TO LEASE

Thank you for your interest in Cherokee Westlawn Apartments! We are a privately owned apartment community structured for the active and independent senior, age 55 and over. Age and income determine your eligibility. When applying, you will be asked for information about your personal history and be required to provide documentation of income sources. Once approved, and when a unit is available, you can reserve your apartment by completing the lease agreement and paying the required fees based on your selection.

Personal History/Information Required for application:

- Driver's License, State ID, and/or Social Security Card
- Landlord References
- Credit References
- Verification of Income
- Landlord Background Check which includes:
 - National Criminal Background Report
 - Full Credit Report
 - National Eviction Related Report

All applicants must provide proper verification of income. Please submit documentation with application.

Acceptable Supporting Documents Include:

- Recent Paystubs.
- W2s or other wage statements.
- Tax filings.
- Bank statements demonstrating regular income.

Upon submission of application, please include your payment for the following:

- Non-Refundable Application Fees: \$25.00, plus \$45.00 Background Check (per applicant)
 - \$70.00 for one applicant
 - \$115.00 for two applicants

PERSONAL CHECKS & CASH ARE NOT ACCEPTED because we will begin the qualification process immediately.

Payment can be Cashier's Check or Money Order payable to Cherokee Westlawn Apartments.

APPLICANT

Legal Name: _____
 First Middle Last

Driver's License Number: _____ State: _____

Social Security Number: _____ Date of Birth: _____

Present Address: _____
 Street & Apt #

 City State Zip

Phone Number Cell Phone or Landline (_____) _____

Applicant Vehicle Information

Year: _____ Make/Model: _____ Color: _____ Plate: _____

Applicant Employment History

Present Employer: _____ Job Title: _____

Supervisor's Name: _____ Phone: (_____) _____

Period Employed From: _____ to _____ Gross Annual Salary \$ _____

Former Employer: _____ Job Title: _____

Period Employed From: _____ to _____ Gross Annual Salary \$ _____

Retired? Yes No Other Source of Income: _____

Emergency Contacts

1. Name: _____ Relation: _____
Phone: (_____) _____

2. Name: _____ Relation: _____
Phone: (_____) _____

Last TWO Places of Residence:

3. Apartment/Community Name: _____
Manager Name: _____ Phone: (_____) _____

4. Apartment/Community Name: _____
Manager Name: _____ Phone: (_____) _____

List TWO Current Credit References:

1. Business/Company Name: _____
Phone: (_____) _____

2. Business/Company Name: _____
Phone: (_____) _____



OCCUPANTS

Will Applicant and Co-Applicant be residing in the apartment together? Yes No

Other than the above applicant(s), list other persons who will occupy the apartment:

Name: _____ DOB: _____ Relation: _____

Name: _____ DOB: _____ Relation: _____

Do you have any pets? Yes No

If yes, what type of pets? _____

Please initial that you understand that your tenancy can be terminated, and you can be evicted, if you keep pets on the premises without the permission of the Landlord.

Applicant Initials: _____

Co-Applicant Initials: _____

CONFIRMATIONS & AUTHORIZATIONS

I/We hereby certify that the answers to the following questions are true, accurate, and complete. It is understood that any misrepresentations, untruths, and/or omissions made by applicant(s) in answering the questions contained herein shall be grounds for denying this application or terminating the tenancy.

Has any applicant, co-applicant, or named occupant:

- 1. Ever been evicted from any premises for any reason? Yes No
- 2. Ever prematurely broken a lease? Yes No
- 3. Any Civil Judgments outstanding against you as a result of your rental of any premises? Yes No
- 4. Have any pending criminal charges? Yes No
- 5. Ever been convicted of a criminal offense? Yes No
- 6. Ever plead guilty or no contest to a criminal offense? Yes No
- 7. Have any liability charges against you? Yes No

If yes to any of the above, please explain: _____

I/We, the undersigned, hereby authorize Cherokee Westlawn Apartments, LLC, Landlord and its agents to obtain a background check including but not limited to credit history, OFAC search, landlord/tenant court record search, criminal record search, and registered sex offender search. I authorize the release of information from previous or current landlords, employers, and bank representatives. The investigation is for tenant screening purposes only and is strictly confidential. These reports contain information compiled from sources believed to be reliable, but the accuracy of which cannot be guaranteed. I/We hold Cherokee Westlawn Apartments, LLC, Landlord and its agents free and harmless for any damages or losses that may occur as a result of the improper or inaccurate information provided.

For more information about your rights under the Fair Credit Reporting Act visit:

URL LINK: <https://www.ftc.gov/legal-library/browse/statutes/fair-credit-reporting-act>

For more information about your rights under the Fair Housing Act visit:

URL LINK: <https://www.michigan.gov/mshda/fairhousing>

Applicant Signature: _____ Date: _____

Co-Applicant Signature: _____ Date: _____

Date of Application Submission: _____ Received By: _____

