



# Rental Application

Silver Lake                      Sirerra Sage  
 Phone 775.971.3100          Phone 775.972.4800  
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 www.ergsinc.com

Property:	FOR OFFICE USE ONLY	
Date of App	Apt. No.	Type
Rental \$	Refundable	Nonrefundable
M/I Date	Dog	Cat
Lease Term	Approved by	

## 1. Resident/Financially Responsible Party

Name: (Last)                      (First)                      (Mid.Init/Jr. or Sr.)

Name: (Last)                      (First)                      (Mid.Init/Jr. or Sr.)

Additional Residents Under 18 Years of Age. (Separate Application Required for EACH Individual 18 years or older.)

NAME:

NAME:

Contact #:

Cell #:

E-mail:

## 2. RESIDENTIAL HISTORY- previous 1 year required

Current Address                      City                      State                      Zip

Name and Phone # of Landlord/Lender:

Payment Made to:                      How Long:                      Rent Amt.\$                      Own                      Reason for Leaving:

Previous Address                      City                      State                      Zip

Name and Phone # of Landlord/Lender:

Payment Made to:                      How Long:                      Rent Amt.\$                      Own                      Reason for Leaving:

## 3. EMPLOYMENT DATA- previous 2 years required

Current Employer                      Address                      City                      State                      Zip

Phone No.                      Position                      Supervisor/HR Rep.                      Length of Employment                      Gross Monthly Income

2nd Employer / Spouse Employer                      Address                      City                      State                      Zip

Phone No.                      Position                      Supervisor/HR Rep.                      Length of Employment                      Gross Monthly Income

Additional Income Sources:                      Monthly Amount:

## 4. IDENTIFICATION DATA

Social Security No.                      Date of Birth                      Drivers License No.                      State

Social Security No.                      Date of Birth                      Drivers License No.                      State

## 5. VEHICLES

Vehicles you would like to park on the Property

MAKE	MODEL	YEAR	COLOR	LICENSE#	STATE

Do you have any water filled furniture:                      YES                      NO

Describe:

Do you have any pets?                      YES                      NO

Describe:

**CRIMINAL HISTORY:** Have you or anyone who intends to live in the residence ever been arrested for sexual misconduct of any kind, whether or not resulting in conviction? YES or NO

Have you ever been arrested for a felony? YES or NO

Upon approval and acceptance, Applicant agrees to pay a holding deposit of \$100 to be applied toward Applicant's Security & Cleaning deposits. Said Deposits will be acknowledged as a non-interest bearing deposit (and not as rent payment) pursuant to the Residential Rental Agreement and retained by Owner for the duration of the Applicant's occupancy. If the Applicant fails or refuses FOR ANY REASON (other than caused by the owner) to occupy said apartment by \_\_\_\_\_ (date), the owner may retain said deposit and any and all cost incurred by Owner as a result of Applicant's failure to occupy the apartment. Landlord or his agent shall not be liable to Applicant for damages for failure to deliver possession of the premises at the time herein agreed, beyond refund of the deposit received from the Applicant. Applicant has 24 hours from date of Deposit to withdraw application and receive a refund.

APPLICANTS INITIALS \_\_\_\_\_

Applicant hereby gives \$35.00 as a nonrefundable fee and signing this application declares that all of the responses are true and complete and authorizes ERGS, Inc. to verify the accuracy and correctness of this application, which may include, but is not limited to, contacting employer's, creditors, landlords and any additional person or entity deemed necessary by ERGS, Inc., and to obtain a Consumer Credit Report and utilize information to approve or disapprove this application for residency. Any false statement on this application can lead to rejection or immediate termination of your lease. In addition Applicant also agrees that he/she has received both the STATEMENT OF RENTAL POLICY and the NOTICE OF RIGHT TO REASONABLE ACCOMMODATION / MODIFICATION.

APPLICANTS INITIALS \_\_\_\_\_

AGENT FOR OWNER \_\_\_\_\_

APPLICANT'S SIGNATURE \_\_\_\_\_ Date

MANAGER APPROVAL \_\_\_\_\_

APPLICANT'S SIGNATURE \_\_\_\_\_ Date



ERGS Properties  
6060 Silver Lake Road  
Reno, Nevada 89506  
Office: (775) 972-4800  
Fax: (775) 972-4885

## **Statement of Rental Policy**

Thank you for your interest in becoming a resident of ERGS Properties. When renting our apartments we consistently abide by the following guidelines:

**We are an equal opportunity housing provider.** We fully comply with the federal Fair Housing Act. We do not discriminate against any person because of race, color, religion, sex, handicap, familial status, national origin, or ancestral heritage. We also comply with all state and local fair housing laws.

**Apartment Availability Policy.** Apartments become available when they are ready to rent. A vacant apartment will not be deemed available to rent or view until it has been prepared and cleaned for a new resident.

**Occupancy Guidelines.** To prevent overcrowding and undue stress on plumbing & other building systems, we restrict the number of people who reside in an apartment. In determining these restrictions, we adhere to all applicable fair housing laws.

**Application Process.** We evaluate every apartment application in the following manner. A prospective resident(s) must submit a rental application and answer all of the questions on the form. Each applicant or married couple must pay a \$35 nonrefundable application fee. Once we have received the completed rental application and the appropriate application fee, we will run a credit report, and verify income and rental references. Based on the information we receive, a point value will be assigned to the following rental criteria: credit, income, and rental history. The applicant's overall score (0-10) will determine whether the applicant is approved/denied, requires an additional security deposit or co-signer, or qualifies for a Move-In Special (if offered at that time). We will rent available apartments to applicants in the order that their applications are approved. Corporate applications & related fees may be handled differently.

**Rental Criteria.** All applications will be scored based on the following criteria:

**Credit** (0-5 points). Point values for credit are determined by the applicant's FICA score. If there is more than 1 applicant the FICA scores will be averaged. An applicant with a FICA score of 700 or above is automatically approved. An applicant with a FICA score of 550 or below will be required to pay a higher security deposit. Applicants will be denied if they owe any monies to a utility company, landlord, or property management company.

**Income** (0-3 points). Point values for income will be determined by monthly gross income. Applicants must provide documented proof of income. Wages earned, social security/pension dispersions, and child or alimony supports are considered income. Income values exceeding 2.5 times the rent will receive 3 points. Income values below 1.75 times the rent will result in denial of application or request for 6 months of rent paid in advance.

**Rental History** (0-2 points). Rental history must be obtained from a landlord, property management Co., or mortgage Co. Rental verifications cannot be given by a relative. Good rental history of more than 1 year will receive 2 points. Below 6 months receives 0 points.

**Co-signer** All co-signers must pay the \$35 application fee and undergo the same application process. A co-signer must have an overall score at least 9 points based on the above rental criteria. No Exceptions!