



BUTZIRUS RENTAL PROPERTIES
713 N MAIN ST #1
BLOOMINGTON, IL 61701
PHONE: 309-829-7368

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- RENTAL APPLICATION -

Applicant(s) UNDERSTANDS THAT ANY MISREPRESENTATION OF THIS APPLICATION WILL BE SUFFICIENT GROUNDS FOR TERMINATING ANY FUTURE LEASE OR RENTAL AGREEMENT, VERBAL OR WRITTEN, ENTERED INTO PRIOR TO AND/OR AFTER Applicant(s) SIGNS ANY AGREEMENT.

APPLICATION FEE: \$80.00 per application or per married couple / domestic partnership, fee is to be paid at time of application submission via check or money order. Applicant(s) understands that application fee is NON-REFUNDABLE. This fee is used for processing expenses incurred by the Owner/ Agent. **NOTE- Any more than 2 adults, additional fee of \$40.00 per adult.*

OCCUPANCY: Smaller 1 bedroom apartments, efficiencies, and studios, are limited to single occupancy only. All apartments and single family homes are **NON-SMOKING**.

LEASE AGREEMENT: Standard Lease Terms are for One (1) Year minimum in apartments, Two (2) Years minimum for houses. **WE DO NOT ALLOW SUBLETTING. NO LEASE BREAKAGE ALLOWED DURING THE MONTHS OF NOVEMBER, DECEMBER, JANUARY AND FEBRUARY.** ALL LESSEES ARE RESPONSIBLE FOR THE LEASE BREAKAGE TERMS OF THE LEASE AGREEMENT. If Lessee breaks a 13 month or longer Lease Agreement, then the Lease rate will be adjusted and the Lessee will be charged according to the 12 month rate that was offered at the time Applicant(s) signed the Lease Agreement. Lessee will be responsible for the difference of the monthly rate from the beginning of the Lease in addition to the Lease Breakage fees as stated in the Lease Agreement.

PLEASE NOTE:

- 1: Payments: WE **DO NOT** ACCEPT TOWNSHIP, COMMUNITY ACTION OR ANY OTHER ASSISTED PAYMENTS FOR DEPOSITS OR RENT PAYMENTS. **Applicant(s) must be able to afford the monthly rent amount without any 3rd party assistance or other outside financial help or resources.*
- 2: SECTION 8 Applicant(s) WELCOME. (Subject to dwelling unit and Section 8 inspection)
- 3: NO WATER BEDS, AQUARIUMS LARGER THAN 20 GALLONS, REPTILES (12" or larger), FERRETS OR RODENTS ALLOWED.
- 4: NO DOGS ALLOWED IN APARTMENTS - PETS ALLOWED ONLY WITH THE PERMISSION OF THE OWNER/AGENT. Cats allowed in some apartments. **See page 2 for Pet Fee(s) and Pet-Related Guidelines.*
- 5: Applicant(s) must have a minimum of one (1) rental reference and a good credit standing OR a parent or legal guardian with good credit as a co-signer. Additional funds and/or last month's rent may be required to be paid prior to moving in upon Owner/Agent discretion. Applicant(s) income should be 3 times (minimum) of the monthly rent amount. Application approval is also subject to Applicant(s) over-all monthly debit obligations.
- 6: Applicant(s) must provide proof of income if self-employed or receiving SSI, disability or any such payments; copies of W-2, 1099, current pay stubs, etc. at Owner/Agent request. Original documentation only, No Photo Copies Accepted. Applicant(s) without Steady income or less than 1 year minimum job history may be required to obtain a co-signer.
- 7: Owner/Agent reserves the right to request additional funds, co-signer and/or last month's rent payment if Applicant(s)'s employment or income is unsatisfactory to the Owner/Agent's discretion. Owner/Agent reserves the right to change, amend and/or modify rental application and/or rental lease procedures and guidelines, with or without notice.
- 8: If Applicant(s) revokes, cancels, fails to take occupancy, employment or income status changes and/or repudiates the Signed Lease Agreement prior to taking occupancy; Owner/Agent reserves the right to void the Signed Lease Agreement and the Applicant(s) acknowledges the Funds Paid shall be forfeited as Liquidated Damages.
- 9: This Application for Lease hereby becomes part of the Lease Agreement if Applicant(s) are approved by the Owner/Agent. Owner/Agent requires all self-employed Applicant(s) to conduct business off premises of residential properties, unless written consent is obtained from Owner/Agent.
- 10: Rents are due and payable in full on the first day of each month. Rent received after the fifth day of the month will be assessed a \$50.00 (minimum) Late Charge even if checks are dated prior to the fifth. Rents received after the tenth day of the month will be assessed an additional \$50.00 (minimum) Late Charge even if checks are dated prior to the tenth. Any rents not received by the eleventh will be turned over to collections for non-payment, and eviction procedures may begin.
- 11: Reserve Accounts: Reserve Account requirement is due *after Applicant(s) is approved*, and is equivalent to the monthly rental rate (minimum). **Reserve Accounts are to be paid in full at the time of signing the Lease Agreement.** All Reserve Accounts, first month's rent and last month's rent (if applicable) to be paid in full prior to occupancy and in Cash, Money Order or Cashier's Check...**Absolutely No Partial Payments Accepted!!** Only AFTER Tenant takes occupancy will personal checks be allowed.

12: Pet Fees (are subject to change) (1); LIMIT OF TWO (2) PETS, AQUARIUMS AND/OR CAGES.

Apartments: CATS: \$250.00 non-refundable pet fee plus additional \$20.00 per month for one (1) cat or \$30.00 per month for two (2) cats. DOGS: Not Allowed.

Single Family Homes: DOGS: \$500.00 non-refundable pet fee plus additional \$100.00 per month for (1) dog or \$150.00 per month for two (2) dogs.

NOTE: 1. Additional Pet Deposits may be required, depending on dwelling unit and amenities. Any additional Pet Deposits will be refundable if dwelling is returned in same/like condition and all damages and/or all other related issues pertaining to the entire Lease Agreement are paid in full.

2. Applicant(s) acknowledges that any/all dogs that they own are non-violent and properly trained.

3. Any Applicant(s) that is approved and houses a pet without the consent of the Owner/Agent will be charged a double Initial Pet Fee and Monthly Fees.

4. Owner/Agent reserves the right to limit pets to their discretion, depending on the dwelling unit that the Applicant(s) is applying for/or residing in.

5. Birds and Reptiles (12" or smaller) are to be kept in aquariums or cages at all times.

6. All Applicant(s) must provide all official documentation for all pets that are for assistance.

QUESTIONS: FOR ALL APPLICANT(S) AND CO-SIGNERS

For the purposes of this application, the term "you" shall mean "Applicant(s) and/or Co-Signer(s)".

1. Have you ever been evicted? Yes No
2. Have you ever been asked to move out? Yes No
3. Have you ever been sued for damage to rental property? Yes No
4. Have you ever broken a rental agreement? Yes No
5. Have you ever declared bankruptcy? Yes No

If Yes, when did you file: _____

6. Do you have any felonies? Yes No

If Yes, please explain: _____

7. Are you on probation? Yes No

If Yes, please explain: _____

8. Are you a registered sex offender Yes No

If Yes, please explain: _____

9. Have you ever been charged with a drug or alcohol charge? Yes No

If Yes, please explain: _____

10. Have you ever been charged with a battery or other violent on nonviolent crime? Yes No

If Yes, please explain: _____

11. Have you ever had any **Civil Judgments** brought against you? Yes No

If Yes, please explain: _____

12. Do you have any disputes and/or differences with your **current** landlord or property manager? Yes No

If Yes, please explain: _____

13. Are all of your present rent amounts **currently** paid-to-date (including any/all late fees)? Yes No

If No, please explain: _____

14. Have you given a 30-day notice to your **current** landlord? Yes No

If No, please explain: _____

15. Do you have any **pets**? Yes No

If Yes, how many Dogs _____ Cats _____ Other _____ (Type: _____)

16. Have any of your **pets** ever caused harm to anyone? Yes No

If Yes, please explain: _____

- 17. Do you or any other person that will be living in or regularly visiting the dwelling **smoke**? Yes No
 If Yes, please specify type: Cigarettes Cigar Pipe Other (_____)
- 18. Does your **current** residence have a pest control problem? Yes No
 If Yes, please describe: _____
- 19. Have you ever had a bed bug, roach or other pest control problem in the **past**? Yes No
 If Yes, when: _____
- 20. Do/Will you operate a **Day Care or any other type of business** out of your home/apartment? Yes No
 If Yes, please describe: _____
- 21. Do you play any musical instruments? Yes No
 If Yes, please describe: _____
- 22. How many vehicles do you own?
 A: Make _____ Model/Color _____ State/License # _____
 B: Make _____ Model/Color _____ State/License # _____
 C: Other Cars, Trucks, Campers, Motorcycles, Trailers, etc.: _____
- 23. Do you own a waterbed? Yes No What Size? _____
- 24. Do you own an aquarium? Yes No How many gallons? _____
- 25. Are you a **legal** U.S. Citizen? Yes No
 If no, please provide a certified copy of your VISA, Green Card and/or other form of documentation.
- 26. How did you hear about our properties? Newspaper Phone Book Yard Sign Website (please specify): _____
 Referral (please indicate who): _____ Other _____
- 27. What is your **current** status (please check ALL that apply): Employed Full-Time Employed Part-Time Retired Student
 Not Employed Section 8 Disabled Single Married Domestic Partnership
- 28. Your **Current** Credit Score 0-300 300-400 400-500 500-600 600-700 700-800 800 plus Not Known
- 29. Have you been denied Rental Approval in the past? Yes No
 If Yes, please explain: _____
- 30. Have you ever applied for an Apartment or Home with us in the past? Yes No
 If Yes, when: _____

Applicant(s) and/or Co-Signers acknowledge that they have read and understand the guidelines listed on pages 1 and 2 of this application. ALL questions have been answered truthfully and Applicant(s) understand that the application fee(s) are NON-REFUNDABLE.

***NOTE: YOUR APPLICATION FEE(S) MUST BE PAID AT TIME OF APPLICATION SUBMISSION.**

X _____ Date _____
 Applicant Signature

X _____ Date _____
 Applicant Signature

X _____ Date _____
 Applicant Signature

X _____ Date _____
 Applicant Signature

APPLICANT(S) INFORMATION

PLEASE PRINT NEATLY

ALL ADULT NAMES TO APPEAR ON LEASE AGREEMENT (all parties eighteen years of age or older **MUST** be on Lease):

1.	_____	_____	_____	_____	_____	_____
	Last	First	MI	Social Security #	DOB	Driver's License # / State
2.	_____	_____	_____	_____	_____	_____
	Last	First	MI	Social Security #	DOB	Driver's License # / State
3.	_____	_____	_____	_____	_____	_____
	Last	First	MI	Social Security #	DOB	Driver's License # / State
4.	_____	_____	_____	_____	_____	_____
	Last	First	MI	Social Security #	DOB	Driver's License # / State

NAMES OF ALL OTHERS TO LIVE IN DWELLING: List ALL children, family, or others that will be residing on the premises. **Include anyone that will be visiting on a regular basis.** Please **DO NOT** include social security numbers for anyone under eighteen years of age. If additional space is needed, please attach an additional sheet.

1.	_____	_____	_____	_____	_____	_____
	Last	First	MI	Social Security #	DOB	Driver's License # / State
2.	_____	_____	_____	_____	_____	_____
	Last	First	MI	Social Security #	DOB	Driver's License # / State
3.	_____	_____	_____	_____	_____	_____
	Last	First	MI	Social Security #	DOB	Driver's License # / State
4.	_____	_____	_____	_____	_____	_____
	Last	First	MI	Social Security #	DOB	Driver's License # / State

Applicant(s) Phone Numbers (include area codes):

1.	Name _____	Mobile _____
	Home _____	Work _____
		Other _____
2.	Name _____	Mobile _____
	Home _____	Work _____
		Other _____
3.	Name _____	Mobile _____
	Home _____	Work _____
		Other _____
4.	Name _____	Mobile _____
	Home _____	Work _____
		Other _____

ADDRESSES - CURRENT - PREVIOUS - PAST

PLEASE PRINT NEATLY

Your Current Address

House Number and Street Name _____

City _____ State _____ Zip _____

Lived there how long? Years _____ Months _____ Owned Home? Yes No Rented? Yes No

If rented, Landlord's Name: _____

Landlord's Contact Number: _____

Current Monthly Rent Amount: \$ _____

Previous Address

Address _____

Name of Landlord (if applicable) _____ Phone Number _____

Date of Residency _____ to _____

Prior Addresses (List ALL other prior addresses that you have resided at in the past)

1. Address _____

Date of Residency _____ to _____

Name of Landlord (if applicable) _____ Phone Number _____

2. Address _____

Date of Residency _____ to _____

Name of Landlord (if applicable) _____ Phone Number _____

3. Address _____

Date of Residency _____ to _____

Name of Landlord (if applicable) _____ Phone Number _____

4. Address _____

Date of Residency _____ to _____

Name of Landlord (if applicable) _____ Phone Number _____

5. Address _____

Date of Residency _____ to _____

Name of Landlord (if applicable) _____ Phone Number _____

**Note: Please include all addresses on separate sheet if needed*

EMPLOYMENT - INCOME - CREDIT INFORMATION

PLEASE PRINT NEATLY

Employment Information: (ALL adults whose names appear on Lease) Employer WILL be contacted, please list contact person.

1.	Employee	Monthly Salary	Dates of Employment (approximate)
	Employer	Contact Person	Contact Number
2.	Employee	Monthly Salary	Dates of Employment (approximate)
	Employer	Contact Person	Contact Number

If less than a year, list previous employer and contact information:

Additional Employment:

1.	Employee	Employer	Monthly Salary	Dates of Employment (approximate)
2.	Employee	Employer	Monthly Salary	Dates of Employment (approximate)

Additional Income: Amount: _____ Source: _____

Amount: _____ Source: _____

Other Income: Amount: _____ Source: _____

CURRENT DEBT: Credit Cards, School Loans, Car Loans, Medical Bills, etc. Please list ALL outstanding debt amounts and remaining time; include ALL items, even those on your Consumer Credit Report. If additional space is needed, please attach an additional sheet.

1.	Creditor	Amount Owing	Payment Amount	Time Remaining
2.	Creditor	Amount Owing	Payment Amount	Time Remaining
3.	Creditor	Amount Owing	Payment Amount	Time Remaining
4.	Creditor	Amount Owing	Payment Amount	Time Remaining

Credit References: Banks, Credit Unions, etc.

1.	Loan Institution - Checking Account	Contact Number
2.	Loan Institution - Savings Account	Contact Number
3.	Other Credit Reference	Contact Number

OTHER INFORMATION

PLEASE PRINT NEATLY

PERSONAL REFERENCES:

1. _____
 Name Relationship Contact Number

2. _____
 Name Relationship Contact Number

EMERGENCY CONTACTS: (other than Personal Reference) (must list two contacts)

1. _____
 Name Address Primary Contact Number

_____ Relationship Employed By Secondary Contact Number

2. _____
 Name Address Primary Contact Number

_____ Relationship Employed By Secondary Contact Number

REASON FOR MOVING: Check all that apply:

School Looking for a more affordable Apartment / Home Bigger Space Needs

Roommate Issues Down-sizing Relocating to Town Pest Control Issues

Other (please explain): _____ Landlord Issues Neighbor Issues Spouse Issues

ADDRESS OF PROPERTY APPLIED FOR:

_____ House Number and Street Name Apartment Number City

Desired Occupancy Date: ____ / ____ / ____



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PHONE: 309-829-7368



OFFICE USE ONLY: _____

APPLICATION PYMT: CK # _____ MO # _____
AMT PD: \$ _____ DATE PD: ____ / ____ / ____ Other _____

ACKNOWLEDGEMENT:

Applicant(s) and Co-Signers acknowledge that all information provided on this application is true and correct to the best of their knowledge. Applicant(s) and Co-Signers also acknowledge that they understand all guidelines, Policies, Reserve Account requirements, and other information outlined in this application, and that they MUST pay the required amounts and sign a Lease Agreement within one (1) business day of being approved by the Owner/Agent.

****Apartments/Houses WILL NOT be held for Applicant(s) and/or Co-Signers for ANY reason, without Paid Reserve Account and Signed Lease Agreement!**

FAIR CREDIT REPORTING ACT AUTHORIZATION (15 U.S.C.A. ~1681 et seq.)

The undersigned, Applicant(s) and/or Co-Signer(s), pursuant to the Fair Credit Reporting Act, 15 U.S.C.A. ~1681b (a) (2), hereby authorize Butzirus Rentals, Owner/Agent, to obtain a consumer credit report in connection with my/our application to lease residential and/or commercial property, and if my/our application is accepted to obtain such further consumer reports as Butzirus Rentals, Owner/Agent, deems necessary or advisable in connection with any review or collection of my/our account. I/We further authorize any credit reporting agency to release any such consumer report to Butzirus Rentals, Owner/Agent.

I/We hereby further authorize Butzirus Rentals, Owner/Agent, to obtain information regarding my/our current and prior income and employment history, my/our credit report/record, and my/our lease compliance history with current and prior residence managers/landlords, criminal background information and other public record information, and to verify any other information provided by me/us on my/our Application for Lease.

I/We authorize Butzirus Rentals, Owner/Agent, to release a copy of my/our Fair Credit Reporting Act Authorization and/or Application For Lease to any current or prior employer, residence manager or landlord listed on my/our Application for Lease, or to any other person reasonably likely to have pertinent information relating to the verification of any information on my/our Application for Lease

I/We hereby consent that photocopies, scans, and/or faxed copies of this Authorization shall be accepted as originals.

- 1. X _____
Applicant(s) Signature Printed Name Date
- 2. X _____
Applicant(s) Signature Printed Name Date
- 3. X _____
Applicant(s) Signature/Co-Signer Printed Name Date
- 4. X _____
Applicant(s) Signature/Co-Signer Printed Name Date