

Campus View Student Housing

2030 S. DMACC Blvd.
Ankeny, Iowa 50023
515-964-7474

FOR OFFICE USE ONLY

DATE: _____ Approved/Denied _____

CO-SIGNER RENTAL APPLICATION

The Undersigned hereby makes application to co-sign for (Tenant Name): _____

Relationship to Tenant: _____

Application Process: We evaluate every application in the following manner. You must submit a rental application and answer all questions on the form. **You must pay a \$50 non –refundable application fee.** We will determine whether, from your responses to the application questions, you qualify to co-sign for the rental dwelling unit you and the above named Tenant are applying for. At our discretion, we will check any of the following criteria: credit report, criminal history, employment and rental references to confirm that they meet our rental criteria. If you meet our criteria, we will approve your application. This process takes one to four working days. We do not rent to anyone whose references we cannot contact. We will rent available dwelling units to applicants in the order that their applications are approved.

Rental Criteria: To qualify for one of our dwelling rental units, you must meet the following criteria:

- a. **Income.** Your monthly income must be at least three times the monthly rent. You **must provide your most current paycheck stub** with this application to verify income. If you are self-employed we will need a copy of your last years tax return. If you are unemployed or retired, you must provide proof of a source of income please send copies with the application.
- b. **Rental history.** You must have satisfactory rental references from at least two prior landlords. If you have ever been evicted or sued for any lease violation, we will reject your application.
- c. **Credit history.** Your credit record must currently be satisfactory. If your credit history shows any unpaid debts, we will reject your application.
- d. **Criminal history.** If you have ever been convicted of a felony, we will reject your application. If you have been convicted of a misdemeanor involving dishonesty or violence within the past five years, we will reject your application.

Co-Signer Information:

Co-signer Full Name _____ Phone (____) _____

Date of Birth _____ Social Security No. _____

Do you currently have renters insurance? _____ Homeowners insurance? _____

Students are required to have insurance on their personal belongings.

PLEASE GIVE US YOUR RESIDENCE HISTORY FOR THE PAST 3 YEARS (beginning with most current)

1. Current Address _____
 Month & Year Moved In _____ Do you own or rent? _____
 Mortgage or Landlord Name _____
 Phone (____) _____ Monthly Rent/Mortgage Payment \$ _____

2. Previous Address (if within 3 years) : _____
 Month & Year Moved In _____ Moved Out _____ Rent or owned? _____
 Reason for leaving _____
 Landlord Name _____ (If Applicable) Phone (____) _____

PLEASE GIVE YOUR EMPLOYMENT INFORMATION Co-signer status:

____ Employed Full-Time ____ Employed Part-Time ____ Student ____ Retired ____ Not Employed

3. Applicants Current Employer (or most recent): _____
 Address (include city, state & zip): _____
 Date(s) Employed / From _____ to _____ Position _____
 Your gross monthly salary \$ _____ Household gross monthly income \$ _____

Please send a copy of your most current pay check stub

4. Previous Employer: _____
 Address (include city, state & zip): _____
 Date(s) Employed / From _____ to _____ Position _____
 Supervisor: _____ Employer phone number: (____) _____
 Your gross monthly salary \$ _____

If there are any other sources of income you would like us to consider, please list income, source and person (Banker, Employer, etc.) who we could contact for confirmation. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application. **Please send a copy of any of these forms to provide proof of this income.**

Amount \$ _____ Per _____ Source _____ Phone _____

PLEASE LIST YOUR BANK AND CREDIT REFERENCES

<u>YOUR BANK/ CREDIT REFERENCES</u>	<u>CITY-STATE/BRANCH</u>	<u>TELEPHONE</u>
a. _____	_____	_____
b. _____	_____	_____
c. _____	_____	_____

OTHER INFORMATION

- 5. Have you ever been evicted or asked to move out? ____ Yes ____ No
- 6. Have you ever broken a Rental Agreement or Lease? ____ Yes ____ No
- 7. Have you ever been sued for damage to rental property? ____ Yes ____ No
- 8. Have you ever declared Bankruptcy? ____ Yes ____ No
- 9. Are there adverse credit conditions/situations in your recent history that will show up on your credit report? ____ Yes ____ No If yes, explain _____

I hereby apply to co-sign for (Tenant Name) _____
 for the apartment rental space at Campus View Student Housing, 2030 S. DMACC Blvd. Ankeny Iowa for the lease term and upon the conditions above set forth and agree that the rent is to be payable on the 1st day of each month in advance.

I also understand that once this application is accepted the earnest deposit is non-refundable and will hold this dwelling unit space for the applicant and then become the security deposit on the dwelling unit space once the applicant becomes a tenant. I also understand that the applicant and I need to sign all Lease paperwork with in 4 days of acceptance.

If your application is approved, this rental application shall be made a part of the "Dwelling Rental Lease".
BY SIGNING THIS APPLICATION, YOU DECLARE THAT ALL OF YOUR RESPONSES ARE TRUE AND COMPLETE. YOU ALSO AUTHORIZE CAMPUS VIEW STUDENT HOUSING MANAGEMENT TO VERIFY THIS INFORMATION BY CONDUCTING EMPLOYMENT, CREDIT, RENTAL & REFERENCE CHECKS AND CRIMINAL HISTORY CHECKS. I ALSO AUTHORIZE MANAGEMENT TO OBTAIN MY CONSUMER CREDIT REPORT

NOTICE: We do require a photocopy of your driver's license for proof of identity. and do not forgot to send a copy of your most current paycheck stub for proof of income.

The above information, to the best of my knowledge, is true and correct.

APPLICANTS SIGNATURE: _____ **DATE:** _____

APPLICANT NAME (PRINTED): _____

We may reach you at the following phone numbers:

- 1. _____
- 2. _____

E-mail Address: _____

