



## Application for Membership

Partners Management acts as an Agent for and is EMPLOYED BY Ansley South Cooperative.

Membership is given to the best qualified Applicant as determined by the Board of Directors at Ansley South Cooperative. No property shall be "held". Membership is granted at the time the Occupancy Agreement is signed by the Applicant and by Partners Management as the Owner's Agent. Until that time, the property is available to all qualified Applicants.

To apply for Membership, ANSLEY SOUTH COOPERATIVE requires:

1. A fully completed application which must include the current date, move-in date, the carrying charge and the Applicant's signature. If there is more than one adult planning to reside on property - one will fill out this application and the second must fill out a roommate application for processing.
2. A \$100 application fee payable to Partners Management for processing the rental application. Cashier's check or money order only / Cash will not be accepted. This application fee is nonrefundable.
3. Three (3) month of current pay stubs or three (3) or more recent checking account statements.
- 4) To qualify for membership:
  - (a) The Applicant's net income after taxes and debt payments (as reported by independent reporting agency, like Equifax Credit Information Services) figured on a monthly basis must be no less than three times the monthly rent.
  - (b) Income must be verified by either a current pay stub or three most recent checking account statements.
  - (c) If more of Applicant's trade accounts are reported with a rating other than 0 (account too new to rate) or 1 (account paid as agreed) the application may be disapproved.
  - (d) Applicant must have at least six months prior verifiable lease history.
  - (e) Prospective Applicants who have a history of dispossessory action, noise or other abuses and/or outstanding debt to a former landlord will not be accepted.
  - (f) Applicants who have a felony charge(s) within 5 calendar years of date of application for any violent crime(s), drug related charge(s), sex charge(s) or domestic disturbance(s) may be disapproved.

All units are leased on an "as is" basis (with existing exceptions to normal wear and tear listed on a separate move-in inspection form). If there is something PARTNERS MANAGEMENT overlooked, applicant may include along with the application and checks, an outline of requested repairs or changes.

Upon approval of the application the applicant is responsible to pay the "Value of the Occupancy Agreement" which along with the execution of an Occupation Agreement grants the applicant permission to reside in a unit at Ansley South Cooperative. If the application is not approved, the applicant will be immediately notified. You may want to contact a credit reporting agency so you can review the information that was reported.

By signing below, Applicant(s) acknowledges that he/she has read, understands and will comply with the above mentioned instructions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

# ANSLEY SOUTH COOPERATIVE

Application for Membership (Must be completed in full)

Applicants Name \_\_\_\_\_  
First Name Last Name

**Where would you like to live on Property (you can choose more than one)**

- Top Floor Only
- Bottom Floor Only
- Next Available
- You know the Unit you want to reside in \_\_\_\_\_
- Building A Only
- Building B Only
- Building C Only

Desired move in date \_\_\_\_\_

Applicant Phone Number (\_\_\_\_\_) \_\_\_\_\_

Applicant's Email \_\_\_\_\_ Applicant's Social Security \_\_\_\_\_

Applicant's Date of Birth \_\_\_\_\_ Marital Status \_\_\_\_\_

How did you hear about us? \_\_\_\_\_ If referred - by whom? \_\_\_\_\_

## Pet Information

Will you have a pet? \_\_\_\_\_

If yes continue - If no skip to next section. If you intend to have more than one pet - please list multiple pets in each blank

Type \_\_\_\_\_ Breed \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_

## Vehicles

How many vehicles will you have on property? \_\_\_\_\_

Tag # \_\_\_\_\_ Tag State: \_\_\_\_\_

## Applicant Information

Relatives/Emergency Contact (not residing with you)

Emergency Contact 1

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Emergency Contact 2

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

## Present Address

Street Address \_\_\_\_\_ Street Address Line 2 \_\_\_\_\_  
City \_\_\_\_\_ State / Province \_\_\_\_\_ Zip Code \_\_\_\_\_  
Landlord's Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Email \_\_\_\_\_ How long did you live here? \_\_\_\_\_ Monthly Payment \_\_\_\_\_

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## Previous Address

Street Address \_\_\_\_\_ Street Address Line 2 \_\_\_\_\_  
City \_\_\_\_\_ State / Province \_\_\_\_\_ Zip Code \_\_\_\_\_  
Landlord's Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Email \_\_\_\_\_ How long did you live here? \_\_\_\_\_ Monthly Payment \_\_\_\_\_

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## Next Previous Address

Street Address \_\_\_\_\_ Street Address Line 2 \_\_\_\_\_  
City \_\_\_\_\_ State / Province \_\_\_\_\_ Zip Code \_\_\_\_\_  
Landlord's Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Email \_\_\_\_\_ How long did you live here? \_\_\_\_\_ Monthly Payment \_\_\_\_\_

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## Employment

If your employer uses a 3<sup>rd</sup> party employment verification service – any charges they require to complete the verification will be the responsibility of the applicant to complete the application.

Current Employer \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Length of Employment: \_\_\_\_\_ Position: \_\_\_\_\_ Monthly Income: \_\_\_\_\_  
Additional income source: \_\_\_\_\_ Monthly income: \_\_\_\_\_  
You will be contacted regarding verification of this income if necessary.

## APPLICANT AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

This release and authorization acknowledges that Ansley South Cooperative and its agent Partners Management may now, or any time while I am residing at Ansley South Cooperative: conduct a verification of my current and previous tenant history, a verification of my current and previous employment, request and review my credit history, contact personal references, to receive any criminal history pertaining to me which may be in the files of any Federal, State, or Local criminal justice agency and to verify any other information deemed necessary to fulfill the tenant requirements. The results of this verification process will be used to determine tenant eligibility under Partners Management tenant policies.

I authorize Background Info USA and any of its agents, to disclose orally and in writing the results of this verification process to the designated authorized representative of Partners Management. I have read and understand this release and consent and I authorize the background verification. I authorize persons, schools, current and former employers, current and former landlords and other organizations and Agencies to provide Background Info USA with all information that may be requested. I hereby release all of the persons and agencies providing such information any and all claims and damages connected with their release of any requested information. I agree that any copy of this document is as valid as the original.

Sign \_\_\_\_\_ Date \_\_\_\_\_

## NON-REFUNDABLE CREDIT AND BACKGROUND CHECK PROCESSING CHARGE

Applicant submits herewith a non-refundable payment in the amount of \$100.00 for credit check and processing charge. If application is not approved, said fee will be retained by management to cover the expense of processing this application.

Any false information will constitute grounds for denial of application. Ansley South Cooperative or his agent is hereby expressly authorized to verify the accuracy and correctness of the statements contained herein, to communicate with applicant's employers and creditors, and to procure such other information which management or agent may require to evaluate this application. NOTE: Application must be completed and signed before it can be processed by management.

Sign \_\_\_\_\_ Date \_\_\_\_\_

## FAIR CREDIT REPORTING

In connection with this application for Coop Membership, I understand that a routine investigative consumer report may be requested concerning my character, general reputation, personal characteristics and mode of living whereby information is obtained through interviews with neighbors, friends or others with whom I am acquainted. If such a report is requested, detailed information regarding the nature and scope of this investigation will be made available to me, upon my request, made within a reasonable period of time.