

Windmill Associates

PO Box# 48
Cazenovia, NY 13035

Investigative Report Authorization

There is a mandatory \$20 nonrefundable fee for making an application. This fee is **NOT** applied toward your rent. This fee covers the cost of processing the application. If you are rejected as a tenant you **will NOT** receive a refund.

Has either person named below ever been convicted of a felony or misdemeanor?

Yes **No** If yes please explain.

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.

Desired Apt :

Desired Move in Date

1st Applicant		2nd Applicant
	First and Last Name	
	Social Security #	
	Date of Birth	
	Street Address City, State Zip	
	Prior (if less than 2 years) Street Address City, State Zip	

I (we) certify that the name, social security number, and address(es) given are true and correct to the best of my (our) knowledge. I (we) also certify that the information on the reverse side of this page under **Application for rental at Windmill Courts** is true and factual. You are hereby authorized to make any investigation of my (our) personal and financial history and to review a credit report through any consumer credit agency.

I (we) hereby authorize the release of all information, including criminal, credit, employment, salary, and rental information to Windmill Associates.

SIGNATURE(S):

APPLICANT : _____ DATE: _____

2ND APPLICANT : _____ DATE: _____

Application for Rental at Windmill Courts

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, or national origin. We also comply with all state and local fair housing laws.

Applicant #1						Applicant #2						
Contact Information												
Home Phone												
Work Phone												
Cell Phone												
Email address												
Employment Information												
Employer												
Position												
How long												
Income	Hour	day	Wk	Mo	Year	Income						
Hour/day/wk/mo/						Income	Hour	Day	Wk	Mo	Year	
Prior employment year if less than 2 years												
Rental Information												
Landlord												
Landlord's Phone #												
Current Rent												
Dates of Occupancy												
Prior Landlords name & phone if less than 2 yrs												
Additional Information												
Dog	Cat	Reptile				Pets: breeds/age/kind			Breed	Age		
Auto/ Make & year												

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Apartment Availability policy. An apartment is considered available when a departing tenant notifies us that they will be leaving on a specific date. If the tenant does not in fact leave on that date we can not be held responsible for this hold over.

Occupancy guidelines: To prevent overcrowding and undue stress on the plumbing and other building systems, we restrict the number of adults in any one apartment to **two**.

Application process: We will determine whether, from your responses to the application questions, you qualify for the apartment your are applying for. If you do not, we will reject your application. If you meet the initial qualification for rental then we will check your credit report, criminal history and employment and rental references to confirm that they meet our rental criteria. If you meet our criteria, we will approve your application. We will rent available apartments to applicants in the order that the applications are approved.

Rental criteria;

To qualify for a Townhouse at Windmill Courts, you must meet the following criteria: Your monthly income must be at least three times (rent + utility costs) (utility costs are estimated at \$200/month). i.e. Rent is \$875 and utility costs are \$200. The total for determining qualifications is \$1,075. (3 x's 1,075= \$3,225). The minimum monthly income that you must have to qualify for a townhouse is \$3,225.

To qualify for a Ranch at Windmill Courts, you must meet the following criteria: Your monthly income must be at least three times (rent + utility costs) (utility costs are estimated at \$200/month). i.e. Rent is \$775 and utility costs are \$200. The total for determining qualifications is \$975. (3 x's 975=\$2,925). The minimum monthly income that you must have to qualify for a Ranch is \$2,925.

References: You must have satisfactory rental references for the last two years. If you have ever been evicted or sued for any lease violation, we will reject your application.

Credit history: Your credit record must currently be satisfactory. If your credit history shows any current late payments, collections or bankruptcy we will reject your application.

Pets : Certain ages and breeds are not acceptable.. You may only have a pet at Windmill Courts if you have received prior approval from Jon Davidson. You must sign and abide by the Pet Agreement Form.