



RENTAL APPLICATION for THE BRIGGS COMPANIES

Office: (763)633-1080 ~ Fax: (763) 633-1430

Email: prospects@thebriggscompanies.com

****ALL The Briggs Companies rental suites are Non-Smoking****

~ Please include the following with the completed application. ~

1. \$50.00 application fee per adult
2. 60 days (2 months) of your most recent paystubs
3. A copy of your driver's license or proof of ID.
4. \$_____ hold deposit to reserve Suite _____

APPLICANT:

Full legal name: _____ DOB: _____/_____/_____

Current Phone:(____)_____ Work Phone:(____)_____

Social Security #:_____/_____/_____ Drivers Lic.#:_____

No. of Dependents:_____ Ages:_____ E-mail: _____

~ Please show a minimum 2 year history ~

Present Address: _____ City: _____ State: _____ Zip: _____

Present Landlord: _____ Phone:(____)_____ From ____/____/____ To ____/____/____

Current Monthly Rent: _____

Previous Address: _____ City: _____ State: _____ Zip _____

Previous Landlord: _____ Phone:(____)_____ From ____/____/____ To ____/____/____

Monthly Rent: _____

Previous Address: _____ City: _____ State: _____ Zip _____

Previous Landlord: _____ Phone:(____)_____ From ____/____/____ To ____/____/____

Monthly Rent: _____

SOURCE OF INCOME

Current employer: _____ Position: _____

Address: _____ Phone:(____)_____

Supervisor: _____ Start Date: _____ Gross Monthly Income: _____

If less than 24 months:

Previous Employer: _____ Position: _____

Address: _____ Phone:(____)_____

Supervisor: _____ Start Date: _____ End Date: _____ Gross Monthly Income: _____

Other sources of Income: _____

BANK ACCOUNTS

Bank Name and Address: _____ Balance \$: _____

Phone:(____)_____ Checking Account #: _____ Savings Account #: _____

VEHICLE INFORMATION

Make/Model: _____ Year: _____ Plate #: _____ State: _____

Make/Model: _____ Year: _____ Plate #: _____ State: _____

In Case of EMERGENCY, Please Notify (Please list someone not living with you)

Name: _____ Phone: (____) _____ Relation: _____

Address: _____ City: _____ State: _____ Zip: _____

OTHER OCCUPANTS: *Full names of all persons under age 18 who will occupy the unit.*

Name _____ DL or govt ID card # _____ Birthdate _____ Sex: _____ Relationship: _____
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HAVE YOU EVER:

Refused to Pay Rent When Due: Yes / No Filed for Bankruptcy: Yes / No Discharge Date: _____
Been Evicted: Yes / No If Yes, Explain: _____
Been Convicted of a Felony: Yes / No _____
Had a Noise Violation: Yes / No
Do you Smoke: Yes / No
Do you own firearm(s): Yes / No

OTHER:

What are your long term plans for owning a home? _____ (how many years from now)

Would you like to be contacted by a qualified Mortgage Consultant to help you get on the right track to purchase a home? _____ Yes _____ No

Will you or any other occupants have a pet or therapy/service animal? _____ YES _____ NO

If yes indicate type, breed and age: _____

If no permanent source of income, or if no previous rental history, a co-signature may be required on all leases. I will secure a co-signature: _____ YES _____ NO .

SIGNED RELEASE

I/We authorize The Briggs Companies and Real ID, Inc to do a complete Investigation of all information provided above. I/We have personally filled in ad/or reviewed all information listed above. I/We understand failure to complete this form completely and truthfully may result in denial and/or forfeit of deposit. A complete investigation may include and or all of the following: Credit Report, Verification of Employment and Income, Criminal Record Search, Rental History References (including MHPA) and Personal Interviews wit above references. I/We understand that I/we have a right to make a written request within 30 days to receive information pertaining to the report if I/we are not accepted based on information contained in the report. I/We authorize to provide to the credit grantor federal and state records of employment and income history, including State Employment Security Agency records. This authorization continues for (5) years unless limited by state law, in which case the authorization continues in effect for the maximum period, not to exceed (5) years, allowed by law. My signature below authorizes all above listed companies to release rental payment information, job history information (including salary), credit history and criminal record information.

APPLICANT SIGNATURE

DATE

APPLICANT SIGNATURE

DATE

OFFICE USE ONLY:

Location: _____ Unit Wanted: _____
Rent Per Month: _____ Move-In Date: _____
Deposit: _____ LMR Required: _____ Pet Deposit: _____

APPLICANT:

Full legal name: _____ DOB: _____ / _____ / _____
Current Phone: (____) _____ Work Phone: (____) _____
Social Security #: _____ / _____ / _____ Drivers Lic. #: _____
No. of Dependents: _____ Ages: _____ E-mail: _____

~ Please show a minimum 2 year history ~

Present Address: _____ City: _____ State: _____ Zip: _____
Present Landlord: _____ Phone: (____) _____ From ____/____/____ To ____/____/____
Current Monthly Rent: _____
Previous Address: _____ City: _____ State: _____ Zip: _____
Previous Landlord: _____ Phone: (____) _____ From ____/____/____ To ____/____/____
Monthly Rent: _____
Previous Address: _____ City: _____ State: _____ Zip: _____
Previous Landlord: _____ Phone: (____) _____ From ____/____/____ To ____/____/____
Monthly Rent: _____

SOURCE OF INCOME

Current employer: _____ Position: _____
Address: _____ Phone: (____) _____
Supervisor: _____ **Start Date:** _____ **Gross Monthly Income:** _____
If less than 24 months:
Previous Employer: _____ Position: _____
Address: _____ Phone: (____) _____
Supervisor: _____ **Start Date:** _____ **Gross Monthly Income:** _____
Other sources of Income: _____

BANK ACCOUNTS

Bank Name and Address: _____ **Balance \$:** _____
Phone: (____) _____ **Checking Account #:** _____ **Savings Account #:** _____

VEHICLE INFORMATION

Make/Model: _____ **Year:** _____ **Plate #:** _____ **State:** _____
Make/Model: _____ **Year:** _____ **Plate #:** _____ **State:** _____

In Case of EMERGENCY, Please Notify (Please list someone not living with you)

Name: _____ **Phone:** (____) _____ **Relation:** _____
Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Statement of Rental Policy

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.

Suite availability policy. Suites become available when they are ready to rent. A vacant suite will not be deemed available until it has been cleaned and prepared for a new resident. All move-ins are scheduled during business hours. Monday – Friday 9:00am – 4:00pm

Occupancy guidelines. To prevent overcrowding and undue stress on plumbing and other building systems, we restrict the number of people who may reside in a suite. In determining these restrictions, we adhere to all applicable fair housing laws. We allow two persons per bedroom per suite. For example, a two-bedroom suite could house as many as four people.

Application Process. We evaluate every suite in the following manner. You must submit a rental application and answer all questions on the form. You must pay the \$50 non-refundable application fee. We will determine whether, from your responses to the application questions, you qualify for the suite you are applying for. If you do not answer all the questions, we will reject your application. If you do, we will send your application to be screened, which will include checking your credit report, criminal background 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 two days. We rent available suites to applicant in the order that their applications are approved.

Security Deposit. A deposit is required on each unit, to be paid at the time your Application is submitted. This will hold the unit while your application is being processed. If your application is denied, the deposit will be refunded back to you. If your application is approved and you have committed to renting the unit, the deposit will then be processed into an account after 72 hours. If you decide during the 72 approval not to rent the unit, the deposit will be refunded. After the 72 hours, it will be forfeited.

Rental Criteria. To qualify for a suite at The Briggs Companies, you must meet the following criteria.

Applicant must be 18 years of age.

Income. Your monthly income must be at least three times the monthly rent. You must be able to prove at least one year of employment immediately preceding the date of your application. If you have been a full time student at any time during the past year, we will require you to have your lease guaranteed. If you are unemployed, you must provide proof of a source of income.

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 within the last three years, we will reject your application.

Credit History. Your credit record must be currently satisfactory. If your credit history shows unpaid debts, we will reject your application.

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.

Guarantors. If you do not meet one or more of the above criteria, you may be able to qualify for a suite if you can get a third party to guarantee your lease. The guarantor must pass the same application and screening process that you must pass, except that we will deduct the guarantor’s own housing costs before applying his or her income to our income standards.

I have read and understand the above policies:

Applicant’s Signature

Date

Applicant’s Signature

Date