

**RENTAL APPLICATION**

**APPLICANT'S NAME** \_\_\_\_\_ **DOB** \_\_\_\_\_ **SS#** \_\_\_\_\_

**Phone** \_\_\_\_\_ **E-mail Address** \_\_\_\_\_

**Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Zip** \_\_\_\_\_

**How Long** \_\_\_\_\_ **Monthly Rent/Mortgage Payment** \_\_\_\_\_

**Landlord** \_\_\_\_\_ **Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Previous Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Zip** \_\_\_\_\_ **How Long** \_\_\_\_\_

**Previous Landlord** \_\_\_\_\_ **Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Occupation** \_\_\_\_\_ **Employer** \_\_\_\_\_ **Contact** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Business Address** \_\_\_\_\_ **Phone** \_\_\_\_\_ **How Long** \_\_\_\_\_

**Gross Monthly Salary** \_\_\_\_\_ **Other Income/Explain** \_\_\_\_\_

**Previous Employer** \_\_\_\_\_ **Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **How Long** \_\_\_\_\_

**Nearest Living Relative** \_\_\_\_\_ **Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Reference (Friend)** \_\_\_\_\_ **Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Checking or Savings Acct. With** \_\_\_\_\_ **Branch** \_\_\_\_\_

**Automobile Make & Model** \_\_\_\_\_ **Year** \_\_\_\_\_ **License Plate No.** \_\_\_\_\_ **State** \_\_\_\_\_

**CO-APPLICANT'S NAME** \_\_\_\_\_ **DOB** \_\_\_\_\_ **SS#** \_\_\_\_\_

**Phone** \_\_\_\_\_ **E-mail Address** \_\_\_\_\_

**Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Zip** \_\_\_\_\_

**How Long** \_\_\_\_\_ **Monthly Rent/Mortgage Payment** \_\_\_\_\_

**Landlord** \_\_\_\_\_ **Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Previous Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Zip** \_\_\_\_\_ **How Long** \_\_\_\_\_

**Previous Landlord** \_\_\_\_\_ **Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Occupation** \_\_\_\_\_ **Employer** \_\_\_\_\_ **Contact** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Business Address** \_\_\_\_\_ **Phone** \_\_\_\_\_ **How Long** \_\_\_\_\_

**Gross Monthly Salary** \_\_\_\_\_ **Other Income/Explain** \_\_\_\_\_

**Previous Employer** \_\_\_\_\_ **Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **How Long** \_\_\_\_\_

**Nearest Living Relative** \_\_\_\_\_ **Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Reference (Friend)** \_\_\_\_\_ **Address** \_\_\_\_\_ **City/St.** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Checking or Savings Acct. With** \_\_\_\_\_ **Branch** \_\_\_\_\_

**Automobile Make & Model** \_\_\_\_\_ **Year** \_\_\_\_\_ **License Plate No.** \_\_\_\_\_ **State** \_\_\_\_\_

**No. Of Other Occupants** \_\_\_\_\_

**Any Pets?** \_\_\_\_\_ **Type** \_\_\_\_\_ **No.** \_\_\_\_\_

**NO PETS ARE PERMITTED ON THE PREMISES WITHOUT LANDLORD'S CONSENT**

Please list all monthly obligations (car payment, alimony, etc.) in **ADDITIONAL INFORMATION** section on page 2.

Has any applicant ever been sued, garnished, filed bankruptcy, evicted or ever broken a lease by moving before it has expired?

\_\_\_\_\_ If yes, give details in **ADDITIONAL INFORMATION** section on page 2.

Has any applicant or any person who will reside in the Premises ever been convicted of a felony or of a crime involving the use, sale or manufacturing of illegal drugs or the possession of drug paraphernalia? \_\_\_\_\_ If yes, please provide date and place of conviction, nature of offense, sentence, and dates of incarceration, if any, in **ADDITIONAL INFORMATION** section on page 2.

Has any applicant or any person who will reside in the Premises ever been convicted of or plead guilty to a "sexually-oriented offense" or been required to register with a designated law enforcement official pursuant to Ohio Revised Code § 2950.01 et. seq., or been deter-mined to be a "sexual predator" or a "sexually-oriented offender" within the meaning of Ohio Revised Code § 2950.01 et. seq.? \_\_\_\_\_

**Applicant(s) Initials** \_\_\_\_\_

(Continued on Page 2)

**RENTAL APPLICATION (Page 2)**

Type of Premises Applied For \_\_\_\_\_ No. of Persons to Occupy Suite \_\_\_\_\_ No. of Autos \_\_\_\_\_  
Suite No. \_\_\_\_\_ Address \_\_\_\_\_ Garage No. (if any) \_\_\_\_\_ Rent \_\_\_\_\_

The Parties to this application agree that the term of tenancy is to be for a period of \_\_\_\_\_ months, commencing  
\_\_\_\_\_, 20 \_\_\_\_\_ and ending, \_\_\_\_\_, 20 \_\_\_\_\_.

**PLEASE READ CAREFULLY BEFORE SIGNING**

The undersigned warrants and represents that all statements in this application are true and agrees if accepted, to execute upon presentation a lease in the usual form and on the terms and conditions therein stated, which lease may be terminated by the Landlord if any statement made herein is not true or is misleading. It is agreed that if accepted, this application will become part of the lease agreement. It is also agreed that the application fee is non-refundable and that the initial deposit is to be applied to the security deposit should applicant enter into a lease agreement. If the applicant refuses to enter into a lease and pay the balance of the security deposit due within **five (5)** business days after being notified that this application is approved, the initial deposit shall be retained as liquidated damages. The initial deposit is to be refunded if said application is not accepted by the Landlord. This application and deposit are not assignable. False or misleading information or failure to disclose any information asked for in this application will be grounds for rejection of said application without further inquiry. Acceptance or rejection of this application shall remain in the sole discretion of Landlord.

The undersigned understands that no person shall be permitted to occupy the Premises if before or during the term of the Lease that person (1) has been convicted of, is convicted of, has pleaded guilty to, or pleads guilty to a "sexually-oriented offense" or had or has a duty to register with a designated law enforcement official pursuant to Ohio Revised Code § 2950.01 et. seq., or (2) is or becomes a "sexual predator" or a "sexually-oriented offender" within the meaning of Ohio Revised Code § 2950.01 et. seq.

**APPLICANT AND CO-APPLICANT EACH MUST SIGN APPLICATION, AND HEREBY CONSENT TO CREDIT, EMPLOYMENT, CRIMINAL AND RESIDENCY BACKGROUND INQUIRIES.**

Additional Information \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Transfer Clause requested: YES \_\_\_\_\_ NO \_\_\_\_\_ (Applicant(s) please initial)

How did you learn about our apartment? Newspaper \_\_\_\_\_ Friend \_\_\_\_\_ Resident \_\_\_\_\_ Other \_\_\_\_\_

If more information is needed to process this application, applicant may be phoned at \_\_\_\_\_

Applicant(s) hereby certify that the information in this application is complete and accurate, and agree that, in the event that this information is not complete or accurate, Landlord may deny this application and have no further obligation to rent to applicant(s).

Applicant \_\_\_\_\_ Co-Applicant or Spouse \_\_\_\_\_

**FOR OFFICE USE ONLY:**

Application Fee \$ \_\_\_\_\_ Initial Deposit \$ \_\_\_\_\_ Interviewed By: \_\_\_\_\_ Date \_\_\_\_\_  
Move In Date \_\_\_\_\_

REMARKS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Notified \_\_\_\_\_ Date Approved \_\_\_\_\_ ID Checked \_\_\_\_\_

## **PLEASANT LAKE APARTMENTS QUALIFICATION/APPROVAL GUIDELINES**

An applicant must be 18 years of age or older to qualify as a tenant. All persons aged eighteen (18) and over are required to complete an application for residence. A driver's license or other authoritative document must be provided as proof of age.

**EQUAL HOUSING:** We are an Equal Housing Provider. **We do business in accordance with the Federal Fair Housing Act and do not discriminate against any person because of race, color, religion, sex, ancestry, handicap, familial status, or national origin.** Additionally, we provide housing in accordance with all other state and local laws if those laws provide greater protection than the Federal Fair Housing Act.

**APARTMENT AVAILABILITY:** Applications for apartment homes will be accepted on a first come- first serve basis and are subject to the availability of a particular apartment type requested. "Availability" does not necessarily mean that an apartment will "definitely" be available for occupancy by an applicant at the estimated date. "Available" apartments include those where a "Notice to Vacate" has been submitted by an existing tenant indicating an intention to vacate on or about a certain date. Under certain circumstances, we will permit current tenants who are not in default of their lease to withdraw or change their notice of moving. Other circumstances not necessarily under management's control may also delay the date of availability of an apartment. In addition, an apartment may not be considered available because it is about to be placed under contract as an application has been made and a deposit placed to hold the apartment. If the applicant's application is not approved or if the applicant fails to sign a lease by the specified date, then the apartment would again become available. Whether a particular apartment or type of apartment is available can vary significantly within several hours or a day.

**PHOTO IDENTIFICATION POLICY:** Prior to viewing an apartment home, you will be required to provide a valid government issued photo identification. A valid form of identification shall include one of the following: Driver's License, Military Identification, a Passport, or government issued photo identification.

**FEES/DEPOSITS:** Each applicant 18 years of age or older is required to pay a non-refundable application fee for verification of information and credit approval. A good faith security deposit is also required with the rental application. If the application is accepted, the initial good faith deposit will be applied toward the required security deposit, and if for any reason management decides to decline the application, management will refund the good faith deposit in full. If the application is approved and the applicant fails to sign a lease within the date specified, management will retain the good faith deposit as liquidated damages for any expenses incurred due to the cancellation.

**SOCIAL SECURITY NUMBER /ITIN:** All applicants must have a social security number or an Individual Taxpayer Identification Number (ITIN) to facilitate a credit report and background check. If an applicant does not have a social security number or ITIN, but meets the remaining requirements of the community's Qualification/Approval Guidelines, a qualified co-signer will be acceptable (see below).

**CREDIT:** Each applicant must be approved through a credit screening program. We use CoreLogic SafeRent, a third-party verification service, to evaluate all applications for residency. In determining rental eligibility for Security Deposit and Administration Fee levels, CoreLogic SafeRent analyzes critical variables for each applicant including credit history, current income to debt ratio, current rent to income ratio and public records, using a scoring model that is uniform, fair and unbiased. Co-applicants will be scored together. The following deposit requirements will be applied based on scoring model recommendations:

- **Accept (500 & above\*) - \$99 Security Deposit + \$90 Administration Fee**
  - **Accept (370 – 499) - \$99 Security Deposit + \$180 Administrative Fee**
- **Accept with Conditions (320-369\*) – Full Deposit equal to one full month's rent + \$180 Administrative Fee**
  - Acceptance scores are subject to change based on market, occupancy, and delinquency trends

If a rental score does not fall within the acceptance levels, but the applicant(s) meets the remaining requirements of the Qualification/Approval Guidelines, a qualified co-signer is acceptable (see below), or alternatively, applicant(s) will qualify by pre-paying three (3) full months rent in advance and posting a security deposit equal to one full month's rent.

### **INCOME VERIFICATION:**

- **UNDER 55 YEARS OF AGE** - The monthly rental must not exceed 40% of the applicant's gross monthly income; or 45% if the applicant posts a security deposit equal to one full month's rent.
- **55 YEARS OF AGE AND OLDER** - The monthly rental must not exceed 50% of the applicant's gross monthly income; or 55% if retired with a minimum bank account of one year's rent.

All sources of income will be considered in determining whether an applicant meets our income requirements (i.e. wages, savings/investment accounts, interest, dividends, rental income, social security, pension, alimony, child support, etc.). These sources of income must be supported by current documentation (pay stubs, bank statements, income tax returns, court orders, etc.). Income documents must be submitted within 72 hours of the date of application. With co-applicants, income may be combined to qualify. If an applicant does not meet the income qualifications but meets the remainder of the Qualification/Approval Guidelines, a qualified co-signer is acceptable (see below).

**CO-SIGNER REQUIREMENTS:** A co-signer may only be used for applicants:

1. without a social security number or Individual Taxpayer Identification Number (ITIN)
2. with insufficient income
3. with a rental score that does not fall within acceptance levels

A co-signer must have a social security number or ITIN, qualifying income, satisfactory rental history (if applicable) and qualifying individual rental score. If application is approved, a security deposit equal to one full month's rent is required.

**RENTAL HISTORY:** Present and previous rental history (if applicable) will be verified for all applicants. We must obtain verification of a satisfactory rental history within the past five years thru/from landlords and credit reports, which include such things as rental payments, proper notice of cancellation or non-renewal, and no outstanding balances, damages, or lease violations. If an applicant has ever been evicted, residency will be automatically denied.

**CRIMINAL BACKGROUND CHECKS:** We perform criminal background checks through Resident Research, LLC. Your signature on the Application for Residency authorizes us to check not only on your credit history, but also on any arrests or convictions. You will be required to answer questions on the application stating whether you have been convicted of a certain crime(s), and, if so, when and where it occurred and the disposition of that charge.

Your application for residency will be denied if a criminal background check reveals:

- a listing as a Sexual Predator or Offender
- a felony conviction involving a violent crime against persons or property within the last seven years
- a felony involving a conviction against a person because such person has been convicted of the illegal manufacture or distribution of a controlled substance as defined in Section 102 of the Controlled Substance Act (21 U.S.C. Section 802).
- a misdemeanor conviction within the last seven years involving the use, sale, or manufacturing of illegal drugs.

The fact that we perform criminal background checks does not mean that our tenants and occupants have no prior or current criminal histories, and we cannot, and do not guarantee that this community and its tenants are free from crime. Verification of the accuracy of information supplied to or made available to us by applicants and credit reporting services is limited.

**OCCUPANCY GUIDELINES:** The maximum number of occupants per apartment shall be two persons per bedroom. Persons over the age of 12 months old will be included in the occupancy number for the apartment. Unrelated adults (18 years of age or older), residing in an apartment without children, shall observe the following occupancy limitations: no more than two unrelated adults shall be permitted in any apartment. Unrelated adults do not include spouses, children, parents, siblings, grandparents, great-grandparents, aunts, uncles, nieces, nephews or cousins.

Any one person occupying the apartment for thirty days during any consecutive twelve-month period shall be counted as an occupant for purposes of the enforcement of the occupancy guidelines.

**VEHICLES:** No more than two vehicles per apartment or three when there are three persons in a three-bedroom apartment in “Q” and “S” buildings. All trucks or vans must be one ton or less in weight. Truck beds must be free of all commercial articles and no ladders or racks may be attached. Commercial advertising should be minimal and must be professionally applied. No recreational vehicles (campers, boats, jet skis, etc.) are permitted on the property.

**PET POLICY:** One dog weighing a maximum of 50 pounds at maturity or two dogs weighing a maximum of 35 pounds each at maturity are permitted in select 1<sup>st</sup> floor suites or one dog weighing a maximum of 35 pounds at maturity in select 2<sup>nd</sup> or 3<sup>rd</sup> floor suites. Written proof of renter’s insurance, valid dog license and updated rabies vaccination is required. No pit bulls or vicious breeds are permitted. Resident must sign a pet agreement and pay a monthly pet rent.

*or*

Up to two (2) cats are permitted. Documentation from a veterinarian verifying the cat(s) vet records is required. Resident must sign a pet agreement and pay a monthly pet rent.

**DISABLED APPLICANTS:** We will permit a tenant with a disability to make certain modifications to the premises at the tenant’s expense. All requests for modifications should be submitted in writing to the property manager.

**SATELLITE DISH:** We allow installation of a satellite dish in accordance with FCC and local access laws. Not all our apartments are suitable to satellite reception, and we cannot guarantee that satisfactory transmission will be received. There are limitations on how and where a satellite dish can be installed.

**RENTER’S INSURANCE:** It is suggested and highly recommended that you obtain and maintain sufficient renter’s insurance to cover all potential loss or damage to your personal property. **THE INSURANCE OF THE OWNER DOES NOT COVER YOUR PERSONAL PROPERTY.**

*If my application is accepted and a lease signed by all parties, I understand the security deposit will become my refundable security deposit upon meeting the terms of the Lease Agreement and Community Rules and Regulations. If, after being notified by management that my application has been accepted, I refuse to enter into a lease agreement within five (5) days, with either a standard or increased security deposit, I understand that the good faith deposit shall be retained as liquidated damages. If for any reason, management decides to decline my application, then management will refund the good faith deposit to me in full. If management accepts the application but is unable to allow me to occupy the premises on the date agreed because of a delay caused by unforeseen circumstances or holding over of a prior resident, then I agree that my sole remedy shall be the return and refund of the good faith deposit. I hereby waive any other right to damages against management or owners of the property due to failure of management to provide the premises for occupancy.*

Applicant’s Signature: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

PL: 03/17/2022

# Disclosure of Information on Lead-Based Paint and Lead-Based Paint Hazards

## Lead Warning Statement

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not taken care of properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre 1978 housing, landlords must disclose the presence of known lead-based paint and lead-based paint hazards in the dwelling. Tenants must also receive a Federally approved pamphlet on lead poisoning prevention.

## Lessor's Disclosure (initial)

137 a) Presence of lead-based paint or lead-based paint hazards (check one below):

Known lead-based paint or lead-based paint hazards are present in the housing (explain):  
Lead-based paint has been identified on exterior gas meters, townhome lintels above entrance doors and carport vertical support posts. The lead-based paint has been covered with at least one coat of lead-free paint and is in good condition.

Lessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

137 (b) Records and reports available to the lessor (check one below):

Lessor has provided the lessee with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing. (list documents below).  
Lead-based paint inspection report summary dated February, 2010. Copy of entire report is available for review in the rental office.

Lessor has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

## Lessee's Acknowledgment (initial)

(c) Lessee has received copies of all information listed above.  
 (d) Lessee has received the pamphlet *Protect Your Family from Lead in Your Home*.

## Agent's Acknowledgment (initial)

(e) Agent has informed the lessor of the lessor's obligations under 42 U.S.C. 4852(d) and is aware of his/her responsibility to ensure compliance.

## Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information provided by the signatory is true and accurate.

### Pleasant Lake Apartments, LLC

By: Royalton Acres Development Corp., Agent

By: [Signature], Pres. 5/26/10  
Lessor Date

### Western Reserve Property Management Division of Moskowitz & Company

By: [Signature] Pres 4/22/10  
Agent Date

\_\_\_\_\_  
Lessee Date

\_\_\_\_\_  
Lessee Date

\_\_\_\_\_  
Lessee Date



## PET POLICY

*It is the policy of Pleasant Lake Apartments that domestic animals are only permitted in the designated premises with written consent from the management.*

**CATS:** Up to two (2) spayed/neutered cats are permitted provided that the resident signs a cat addendum, provides needed information and pays a monthly pet rent of \$40.00 per pet:

**DOGS:** One dog weighing a maximum of 50 pounds at maturity or two dogs weighing a maximum of 35 pounds each at maturity are permitted in select 1<sup>st</sup> floor suites or one dog weighing a maximum of 35 pounds at maturity is permitted in select 2<sup>nd</sup> & 3<sup>rd</sup> floor suites. Resident must sign a dog addendum, provides needed information, and pays a monthly pet rent of \$40.00 per pet:

Resident agrees to provide landlord with written proof of the following:

- **renter's insurance**
- **valid dog license**
- **updated record of rabies vaccination.**

*No pit bull dogs, or other "vicious breeds" allowed.*  
*or*

**DOG/CAT:** A combination of one spayed/neutered cat and one dog is permitted in select suites provided that the resident signs a dog/cat addendum, provides needed information and pays a monthly pet rent of \$40.00 per pet:

Resident agrees to provide landlord with written proof of the following:

- **letter from the veterinarian verifying that the cat has been de-clawed and spayed/neutered**
- **renter's insurance**
- **valid dog license**
- **updated record of rabies vaccination**

*No pit bull dogs, or other "vicious breeds" allowed.*

I acknowledge that I have read and understand the above Pet Policy:

X \_\_\_\_\_

X \_\_\_\_\_

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

X \_\_\_\_\_



## ELECTRONIC SIGNATURE ACKNOWLEDGMENT FORM

TENANT'S LEGAL NAME (please PRINT clearly):	TENANT'S E-MAIL (please PRINT clearly):
CO-TENANT'S LEGAL NAME (please PRINT clearly):	CO-TENANT'S E-MAIL (please PRINT clearly):
CO-TENANT'S LEGAL NAME (please PRINT clearly):	CO-TENANT'S E-MAIL (please PRINT clearly):
SUITE ADDRESS:	DATE:

**INTRODUCTION:** An electronic signature is a computer data compilation of any symbol or series of symbols executed, adopted, or authorized by an individual to be the legally binding equivalent of the individual's handwritten signature. The *Electronic Signatures in Global and National Commerce Act* ("E-Signature Act") and the *Uniform Electronic Transactions Act* (UETA) provide a legal framework for electronic transactions. Both acts give on-line e-signatures executed to electronic agreements/documents the same validity and enforceability as manual signatures on paper-based agreements/documents.

**AGREEMENT:** By signing this Electronic Signature Acknowledgment Form, I agree to electronically sign all documents related to my occupancy at *Pleasant Lake Apartments* and that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding.

***By signing below, I accept the conditions of this agreement.***

\_\_\_\_\_  
Tenant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Tenant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Tenant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rental Agent's Signature

\_\_\_\_\_  
Date

# Please Sign Document Only!

## **REQUEST FOR VERIFICATION OF EMPLOYMENT**

To Employer: \_\_\_\_\_ Fax Number: \_\_\_\_\_

For Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Sir/Madam:

The above named applicant has made an application for residency, in an apartment managed by Western Reserve Property Management. We would appreciate your confirming the applicant's employment status by completing the lower portion of this form and returning it to us.

Your prompt consideration and reply will be sincerely appreciated by your employee and by our company. **You may fax this form to us at (440) 845-2163.**

\_\_\_\_\_  
Applicant Signature **Western Reserve Property Management**

Date: \_\_\_\_\_ By: \_\_\_\_\_  
**Leasing Consultant**



### **EMPLOYER'S VERIFICATION**

Date of Employment \_\_\_\_\_ Present Monthly Salary \$ \_\_\_\_\_ *or*  
Hourly Rate \$ \_\_\_\_\_ Hours per Week \_\_\_\_\_

Position \_\_\_\_\_

Probability of Continued Employment \_\_\_\_\_

Remarks \_\_\_\_\_

\_\_\_\_\_  
**Name of Employer**

\_\_\_\_\_  
**Employer Representative**

Title \_\_\_\_\_

Date \_\_\_\_\_

# PLEASE SIGN FORM ONLY!

## REQUEST FOR VERIFICATION OF RESIDENCY

APPLICANT \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

The above applicant has applied for residency in an apartment managed by *Western Reserve Property Management*. We would appreciate your confirming the applicant's residence status by completing the bottom portion of this form and faxing it back to **(440) 845-2163**. If you should have any questions, please feel free to give us a call at (440) 845-0300.

Your prompt consideration and reply will be sincerely appreciated.

Date \_\_\_\_\_ By \_\_\_\_\_  
Leasing Consultant

I, \_\_\_\_\_, hereby consent to the below residency background inquiry.  
(Applicant's Signature)

## LANDLORD'S VERIFICATION

Move-in Date \_\_\_\_\_ Condition of Apartment When Vacated \_\_\_\_\_

Has this tenant paid rent as agreed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Was there a lease involved?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Were terms of lease met by tenant?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is tenant leaving on good terms?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Would you consider renting to this tenant in the future?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If no, why? \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_

Date \_\_\_\_\_



## UTILITY TRANSFER ACKNOWLEDGEMENT

Tenant acknowledges that the gas and electric services for apartment \_\_\_\_\_  
at \_\_\_\_\_ must be transferred into  
tenant's name prior to assuming occupancy of said apartment. In the event that the  
gas and electric services are not transferred into tenant's name as of the occupancy date,  
all apartment keys will be withheld by the landlord until proof of utility transfers is  
established.

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Date

### Utility Contact Information:

**The Illuminating Company    1 800-589-3101**  
**Columbia Gas                    1 800-344-4077**

**\*\*\*Apartments – electric only**  
**Town Homes & Duplexes – electric and gas**

**SERVICE TRANSFER NOTICE**  
FORM X-1037.1 (REV. 03-12)



Ohio Edison • The Illuminating Company • Toledo Edison  
Mon Power • Potomac Edison

This form must be filled in **COMPLETELY** to be VALID. If service is to start with the move-in date, we must receive this form ten (10) days in advance. Otherwise, the service will be effective with the next business day after the form is received. You may also apply for service via our Web site [www.firstenergycorp.com](http://www.firstenergycorp.com). \*REQUIRED FIELD

OPERATING COMPANY (CHECK ONE) <input type="checkbox"/> OHIO EDISON <input type="checkbox"/> THE ILLUMINATING CO. <input type="checkbox"/> TOLEDO EDISON <input type="checkbox"/> MONPOWER <input type="checkbox"/> POTOMAC EDISON	
NAME*	SOCIAL SECURITY NO.*
MOVE-IN DATE*	PHONE NO.*
ADDITIONAL OCCUPANTS	
ALTERNATE PHONE NO.	
NEW ADDRESS*	
SUITE / APT. NO.	
CITY <b>Parma</b>	STATE <b>OH</b>
ZIP CODE <b>44130</b>	
BUSINESS PARTNER NO. (If Known)	METER NO.
HAVE YOU EVER HAD SERVICE WITH US?* <input type="checkbox"/> YES <input type="checkbox"/> NO	
ALTERNATE MAILING ADDRESS	
SUITE/APT. NO.	
CITY	STATE
ZIP CODE	
PREVIOUS ADDRESS	
SUITE / APT. NO.	
CITY	STATE
ZIP CODE	
MOVE -OUT DATE	
END YOUR SERVICE HERE? <input type="checkbox"/> YES <input type="checkbox"/> NO	
By requesting service, you acknowledge that the utility company has the right to check your credit history to determine whether a security deposit will be required to establish service at this address. A representative from FirstEnergy will contact you if a security deposit is required. You also might be asked to provide proof of ownership or occupancy. This application for service is not valid unless signed by the customer to be billed. Upon vacating the premises, it is the responsibility of the billed customer to notify us to terminate the service. The account will be finalized the following business day.	
SIGNATURE*	DATE*

-----  
FOLD

**VERIFICATION BY THE APARTMENT COMPLEX MANAGEMENT**

NAME OF APARTMENT COMPLEX <b>Pleasant Lake Apartments</b>	CONTACT PERSON
PHONE NO. <b>440-845-0300</b>	DATE

-----  
FOLD

Pleasant  
Lake   
APARTMENTS

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10129 South Lake Boulevard Parma, Ohio 44130 Phone: (440) 845-0300 Fax: (440) 845-2163

**Cox Cable & AT&T Permission Form**

Name: \_\_\_\_\_ APT#: \_\_\_\_\_ Move-in Date: \_\_\_\_\_

I give my permission for Pleasant Lake Apartments to give my information to either  
Cox Cable and/or AT&T to contact me about their current specials.

Please have Cox Cable call/email me about their specials: \_\_\_\_\_  
*Signature*

Preference of contact: Phone \_\_\_\_\_ Email \_\_\_\_\_

Please have AT&T call/email me about their specials: \_\_\_\_\_  
*Signature*

Preference of contact: Phone \_\_\_\_\_ Email \_\_\_\_\_

Leasing Agent: \_\_\_\_\_ Date: \_\_\_\_\_



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Dear Residents:

**RE: SATELLITE DISHES**

During recent FCC rulings it was determined that residents of apartment communities, at their own expense, will be permitted to purchase and install satellite dishes in apartment communities for their use in their suites.

These satellite antenna systems are known as DBC (Direct Broadcast Systems) and technology marketed under various names. All of these systems use satellite broadcasting to a dish located in your suite that must face the southwest direction in order to receive the signal.

Certain limitations are defined by the FCC order of which you should become aware. Dishes are permitted to be mounted on your balcony or patio as long as they remain wholly within these areas. If you have no balcony, the dish can only be erected inside your suite at a window location. Cables can only be run under doors or underneath windows without damaging them. No permanent installation of antennas is permitted.

There are a number of additional factors that may prohibit you from installing a satellite system. Dishes cannot be located on roofs, attached to walls, halls or common areas and cannot be permanently mounted on the framing or brickwork of the building. All dishes are restricted to the leasehold area (inside your suite or inside the plane of your balcony or patio). No holes are permitted to be drilled through walls, doors, windows or balcony. Dishes are limited to a maximum size of one meter in diameter (39.7"). Satellite dishes are to be black, beige, white or gray in color. Finally, no dish or installation can cause a safety hazard, nor can any permanent obstructions that currently exist be altered or removed.

If you are still interested in purchasing a DBS satellite system and would like to know if your suite faces the correct direction, we suggest that you first look at the attached map. Then we recommend obtaining a signal strength test before purchasing.

Please feel free to contact us if you have any questions.

PLEASANT LAKE APARTMENTS

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

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