



PROPERTY MANAGEMENT INC.

3105 1st Street South • St. Cloud, MN 56301 • (320) 240-8188 • Fax: (320) 240-8081 • www.jjsproperty.com

Thank you for choosing JJS Property Management, Inc!



All applications are subject to approval based on the following criteria:

- Primary applicants must be eighteen years of age.
- Photo ID and Social Security card available to be photo copied.
- Credit Check – All unpaid collection accounts, judgments, or liens totaling over \$1500.00 will be denied unless verification of full payment is provided or a qualified co-signer is approved. Collection items identified as medical will be exempt. Bankruptcy filed in the past year will require co-signer. You may inquire with our leasing department for specifications.
- Rental History – Minimum of 9 months of verifiable rental history. Applicants with lease violations or late rent payments may be denied. No unlawful detainers, evictions, or non-renewal of lease within the past five years will be accepted.
- Income – Total monthly gross income (combined income if multiple applicants) must be at least (3) times the rental amount.
- Criminal Background Check – Applicants with a felony or gross-misdemeanor conviction within the past 10 years will be denied (with exception of a DUI or driving related gross misdemeanor). A charge or conviction involving any degree of a sexual offense, regardless of the charge or conviction, will be grounds for immediate denial. If an applicant(s) criminal background shows a drug or drug paraphernalia charge or conviction within the last 3 years, this will be ground for immediate denial of the application regardless of the charge.

Please Remember!

(We accept: check, money order, or credit card, NO CASH)

- | | |
|---|---|
| <input type="checkbox"/> \$40 Application Fee per Applicant Non-Refundable | <input type="checkbox"/> Photo ID |
| <input type="checkbox"/> \$500 Security Deposit (4 bdrm apt: \$1,000) | <input type="checkbox"/> Sign Pre-lease Deposit Agreement |
| <input type="checkbox"/> \$500 Pet Deposit (Cat or Dog) | |

Credit Card Information for Application Fee (\$3 process fee)	
Bldg/unit#: _____	Name on card: _____
Move-in Date: _____	Billing Address: _____
12 month rent: \$ _____	_____
6 month rent: \$ _____	Card #: _____ - _____ - _____ CVV code: _____
Month to Month: \$ _____	Expiration Date: _____

-Please see reverse side-

View us online at jjsproperty.com

JJS Property Management, Inc.

Rental Application

Applicant: (first,middle,last) _____
Social Security # _____
Birthdate _____
Home phone # () _____
Work phone # () _____ Ext _____
Cellular phone # () _____
Email address (required) _____

Spouse: (first,middle,last) _____
Social Security # _____
Birth date _____
Home phone # () _____
Work phone # () _____ Ext _____
Cellular phone # () _____
Email address (required) _____

(Please list rental properties and all contact information)

Present address _____
Name of Apartment _____
Landlord Name _____

Apt # ___ City _____ State ___ Zip _____
Dates of Tenancy _____ to _____
Landlord Phone # () _____
Landlord Fax # () _____

Previous address _____
Name of Apartment _____
Landlord Name _____

Apt # ___ City _____ State ___ Zip _____
Dates of Tenancy _____ to _____
Landlord Phone # () _____
Landlord Fax # () _____

Applicants three most RECENT pay stubs are accepted for income verification

Applicant: employer _____
City _____ State _____
Human Resource phone # () _____
Fax # () _____
Contact Person _____
Monthly Gross Income \$ _____
Position _____
Date of Hire _____
Date of Termination _____

Spouse/other: employment _____
City _____ State _____
Human Resource phone # () _____
fax # () _____
Contact Person _____
Monthly Gross Income \$ _____
Position _____
Date of Hire _____
Date of Termination _____

Vehicle Registration:

Make/Model _____	Color _____	Plate # _____	State _____
Make/Model _____	Color _____	Plate # _____	State _____
Make/Model _____	Color _____	Plate # _____	State _____

Contact in case of Emergency (please do not list roommates)
Name _____
Full Address _____
Relationship _____
Phone # cell () _____ home () _____

List all people who will occupy the apartment: (excluding yourself)

Name

Relationship

Date of Birth

How did you hear about us?
Were you referred by anyone?

Applicant Questionnaire

- Are you a pet/animal owner? Yes No What type/breed of pet/animal? _____
 - Have you ever been evicted or asked to vacate? Yes No
 - Have you ever been brought to court by another landlord? Yes No
 - Have you ever moved still owing a balance? Yes No
 - Have you ever broken a lease? Yes No
 - Have you ever been guilty of a felony? Yes No If yes: When? _____
 - Have you ever been sued for bills? Yes No
 - Have you ever declared bankruptcy? Yes No If yes: When? _____
- If you answered yes to any of these questions please explain:

Authorization to release information

I authorize JJS Property Management, Inc. to contact any references that I have listed, including landlords and employers. I realize that a credit report and a criminal background check will be run to process the application. I certify that all information given by me is correct and I understand that any misrepresentation will disqualify this application. I hereby give my permission to the references contacted to release information regarding my income, rental history, credit history, and any other relevant information requested to JJS Property Management, Inc.

Signature of Applicant _____
Date _____

Signature of Spouse _____
Date _____

Credit report provided by:

Equifax/CSC Credit Services Consumer Asst.
PO Box 981221
El Paso, TX 79998-1221
866-640-2273

Criminal background check provided by:

www.doc.state.mn.us
www.pa.courts.state.mn.us
www.co.stearns.mn.us

Directions to the JJS Property Management office:

From Division Street, turn south onto 33rd Ave (Towards Arby's)
Turn left onto 1st Street South. Our office is located one block down on the left.

Our address is:

3105 1st Street South, St. Cloud, MN 56301



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Pre-Lease Deposit Agreement

Applicant(s) have paid to Management a pre-lease deposit.

Applicant(s) and Management agree to the following terms regarding this pre-lease deposit:

1. If information on the application is not complete, the apartment will not be reserved for the Applicant(s).
2. If the Applicant(s) fails to provide Management with requested information within 24 hours of the requested information, the apartment will be placed back on the rental market and no longer be reserved for the Applicant(s).
3. If accepted, Applicant(s) agrees to enter the rental agreement and sign the leasing documents applied for within 24 hours of being notified of acceptance. Failure to do so will allow the apartment to be placed back on the rental market and will not be reserved for the Applicant(s).
4. If Applicant(s) and Management enter into a rental agreement, the pre-lease deposit will be applied and processed as the security deposit upon lease signing.
5. If Applicant(s) is not accepted for tenancy, the pre-lease deposit will be returned to Applicant(s) within seven (7) business days after notification. Upon request by Applicant(s), the pre-lease deposit may be destroyed or held for pickup by the Applicant(s).

Applicant Signature _____

Date _____

Applicant Signature _____

Date _____

Applicant Signature _____

Date _____

Manager Signature _____

Date _____