

**COUNTRY CLUB VILLA APARTMENTS  
APPLICATION FOR RESIDENCY**

**1<sup>st</sup> Tenant  
Information**

\_\_\_\_\_ Last Name First Name MI Birthdate SS#

**2<sup>nd</sup> Tenant  
Information**

\_\_\_\_\_ Last Name First Name MI Birthdate SS#

Phone: \_\_\_\_\_ 2<sup>nd</sup> Phone: \_\_\_\_\_

**Rental History/Current Address**

**1<sup>st</sup> Tenant  
Information**

\_\_\_\_\_ Street Address Apt.# City State Zip Code

\_\_\_\_\_ Landlord Office Phone Name on Lease Residency Dates

**2<sup>nd</sup> Tenant  
Information**

\_\_\_\_\_ Street Address Apt.# City State Zip Code

\_\_\_\_\_ Landlord Office Phone Name on Lease Residency Dates

**Other Persons to Occupy Apartment:**

1) \_\_\_\_\_  
Last Name First MI SS# Relationship Date of Birth

2) \_\_\_\_\_  
Last Name First MI SS# Relationship Date of Birth

3) \_\_\_\_\_  
Last Name First MI SS# Relationship Date of Birth

**Employment**

**1<sup>st</sup> Tenant**

\_\_\_\_\_ Company Name Address City State Zip Code

\_\_\_\_\_ Business Phone Supervisor's Name

\_\_\_\_\_ Position Held Gross Income Employed From / To

**2<sup>nd</sup> Tenant**

\_\_\_\_\_ Company Name Address City State Zip Code

\_\_\_\_\_ Business Phone Supervisor's Name

\_\_\_\_\_ Position Held Gross Income Employed From / To

**Car/Truck**

1. License# \_\_\_\_\_ Year \_\_\_\_\_ Make/Model \_\_\_\_\_

2. License# \_\_\_\_\_ Year \_\_\_\_\_ Make/Model \_\_\_\_\_

**Personal References**

1.	_____	_____	_____	_____	_____
	Last Name	First	MI	Relationship	Phone Number
2.	_____	_____	_____	_____	_____
	Last Name	First	MI	Relationship	Phone Number
3.	_____	_____	_____	_____	_____
	Last Name	First	MI	Relationship	Phone Number

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**Credit bureau file will be obtained from National Credit Reporting Agency**

**Credit References**

1.	___ N/A _____
2.	___ N/A _____
3.	___ N/A _____
4.	___ N/A _____

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Have you or your spouse or any occupant ever been **EVICTED** or **UNABLE TO MOVE - IN TO ANY OTHER PROPERTY?**

Have **YOU** or any occupant ever been **CONVICTED** of a **FELONY?** Please explain (state, year, location and type of each felony)

**Are you required to register with any government (federal, state or local) as a sex offender?** \_\_\_\_\_

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Emergency Contact:

\_\_\_\_\_

Name

\_\_\_\_\_

Complete Address

\_\_\_\_\_

House/Business Phone

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Renters Insurance: Yes \_\_\_\_\_ No \_\_\_\_\_ we encourage our tenants to obtain renters insurance! **THE LANDLORD IS Not RESPONSIBLE FOR FIRE, THEFT OF LOCATION OR PERSONAL ITEMS, OR HARM TO ANY TENANT MENTIONED ABOVE, OR GUEST. LANDLORD IS NOT HELD RESPONSIBLE FOR DEATH DUE TO FIRE OR ANY DAMAGE DUE BY THE ACT OF GOD.**

**Everything that I have stated in this application is correct to the best of my knowledge. I understand that you will retain this application whether or not it is approved. You are authorized to check my credit, employment history, residential history, criminal background and to answer questions about your credit experience with me.**

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

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

This application must be signed in presence of CCVA Staff and accompanied by a copy of your Drivers License or Photo ID.

# Country Club Villa Apts

## 918.825.7087

101 Partridge Dr  
Pryor, OK 74361

### RENTAL QUALIFICATIONS FOR TENANCY AND OCCUPANCY GUIDELINES

We are delighted that you are interested in leasing a dwelling in our apartment community. In order to help you in making your decision, we have listed below the criteria for qualifying as a resident with us.

1. A separate rental application must be fully completed, dated and signed by each applicant and all co-applicants. Spouses can complete one rental application for the household.
2. The rental application will be reviewed at the time of submission to ensure we have all information needed to determine your eligibility.
3. If applicant's family will be occupying the dwelling, the family size must be appropriate for available unit, i.e., no more than two persons per bedroom.
4. Employment and monthly income must be verifiable.  
Total monthly income of all applicants:

**Gross monthly income must be equal to or exceed 3 time the monthly rent.**

5. Applicants may be denied occupancy for the following reasons:
  - a. Falsification of application by an applicant.
  - b. Incomplete application by an applicant
  - c. Insufficient Income (all applicants combined)
  - d. Short or inconsistent employment history (Landlord may consider a Guarantor to guarantee the lease)
  - e. Criminal history of any sexual crime (including children), drug charges and any other felony offense.
  - f. Poor/short rental history: Evictions, skips, housekeeping or disturbances to neighbors.
  - g. Poor or no credit: NSF checks, collections, judgments

#### ACKNOWLEDGEMENT OF RENTAL QUALIFICATIONS AND OCCUPANCY GUIDELINES:

I/We have read and understand the Rental Qualifications and Occupancy Guidelines of this apartment community.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

UPDATED 6/2012

**APPLICATION FEE IS NON-REFUNDABLE**