

Oak Park Property Management, LLC
RENTAL APPLICATION
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LaVerne Collins, Illinois Licensee
Designated Managing Broker
for Oak Park Property Management, LLC
We do business in accordance with the
Federal Fair Housing Law.

Thank you for your interest in renting from Oak Park Property Mgt. To ensure a prompt response for your application, please include the following with this form:

* income verification for last two months, * State Issued Photo ID or Passport * Any personal references
* \$40.00 non-refundable fee. Zelle to cell phone number above or Cash included with application.
Credit criteria, But not limited to: No Bankruptcy w/i 5 years. No Evictions. No repossession. Credit Score over 675
Monthly NET Income should be at least 3 times the monthly rent. (net income is amount you take home)

The undersigned hereby makes an application to rent the following property:

Preferred Move In Date: _____ Monthly Rent \$ _____ Security Deposit \$ _____

(Security Deposit is 1.5 times monthly rent)

PLEASE TELL US ABOUT YOURSELF:

Full Name: _____

Home/Cell Phone No. _____ Work No: _____

Date of Birth: _____ Social Security No. _____

E-Mail (Print clearly) : _____

Names of Dependents & _____ / _____
Dates of Birth.

Please provide any details of who may be living with you: _____

PLEASE GIVE RESIDENTIAL HISTORY:

Current Address: _____ Unit # _____

City/State/Zip Code: _____

Month/Year Moved In: _____ Current Monthly Rent: _____

Reason you wish to relocate. _____

Owner/Agent: _____ Phone(_____) _____

Previous Address within last three years:

Monthly Rent: _____

Owner/Agent: _____ Phone (_____) _____

PLEASE DESCRIBE YOUR CREDIT HISTORY:

Have you declared bankruptcy in the past five (5) years? _____ Yes _____ No
Have you ever been evicted from a rental residence? _____ Yes _____ No
Have you had two (2) or more late rental payments in the past years? _____ Yes _____ No
Have you ever willfully or intentionally refused to pay rent when due? _____ Yes _____ No

PLEASE PROVIDE YOUR EMPLOYMENT INFORMATION:

_____ Full Time _____ Part Time _____ Student _____ Unemployed _____ Retired

Current Employer: _____ Dates employed _____

Physical Address: _____

Job Title/Description _____

Supervisor's Name: _____ Direct Phone #: _____

Salary: \$ _____ NET PER MONTH \$ _____ NET PER YEAR
(Net salary is what your Take-home pay is)

(If employed less than 12-months, give name & phone number of previous employer or school.)

If you have other sources of income (Alimony, child support, retirement funds, etc.) that you would like us to consider, please list:

Monthly Amount: \$ _____ Sources: _____

Please add any additional information about Sources of Income here: _____

PLEASE LIST YOUR BANK REFERENCES: Please do not provide account numbers.

Banking Accounts

Name of Institution: _____

Type of Account: _____

Personal Reference or Emergency Contact Person: _____

Address: _____ Phone # _____ Relationship to this person: _____

Personal Identification:

Your Driver's License No. _____ State Issued _____ Passport # _____

Vehicle Information:

Make/Model/Year _____ License Plate # _____

Please give any additional information that might help owner/management evaluate this application.

APPLICANT'S STATEMENT

I hereby apply to lease the above described premises for the term and upon the set conditions above set forth and agree that the rent is to be payable the first day of each month in advance. As an inducement to the owner of the property and agent to accept this application, I warrant that all statements above set forth are true.

I hereby deposit \$300.00 as earnest money. Upon acceptance, this deposit shall be retained as part of the security deposit. If approved and accepted, I agree to pay the balance of the security deposit, in full, within 3 calendar days. I agree to provide the funds via cashiers check, money order or cash to Oak Park Property Management. If I do not pay the full security deposit within 3 calendar days, earnest money is non-refundable, and apartment is considered rentable. Lease will not be fully executed until the total security deposit amount is paid.

If the application is declined by agent/owner of property, agent will refund earnest money within 30 calendar days from time the decision was made by agent.

When so approved and accepted, I agree to execute a lease for _____ months. The applicant hereby waives any claim for damages by reason of non-acceptance. I recognize as a part of your procedure for processing my application, an investigative consumer report may be prepared whereby information is obtained through personal interviews with others with whom I may be acquainted. This inquiry includes information as to my character, general reputation, personal characteristics & mode of living.

The above information, to the best of my knowledge, is true and correct. I understand, acknowledge, and accept that once lease is fully executed, security deposit is NOT refundable. Security deposit is only refundable when the full term of the lease has been completed and all conditions of the lease and security deposit agreement have been met. I understand, acknowledge, and accept that if this application is accepted by owner and/or manager resulting in a lease, the subject property will be occupied only by the Applicants and dependents named herein. Furthermore, all persons signing a lease as tenants for the subject property must be occupants. Oak Park Property Management, LLC does NOT accept co-signers UNLESS applicant is a full-time student.

Tenants are required to have a Renters Insurance policy for the duration of the lease to sufficiently insure personal property against loss. Tenants are required to provide a Certificate of Insurance to Oak Park Management office listing Oak Park Property Management, LLC. and the building entity as additionally insured. The Certificate of insurance MUST BE presented prior to move in and for all lease renewals.

Tenant is required to pay for utilities NOT included with rent for the rented premises for duration of lease. Please inquire with property manager what utilities you will be responsible for and approximate cost.

For apartments in Oak Park, Village ordinance states on street parking between 2am and 6am is prohibited. On street parking permits can be obtained through the Village of Oak Park by calling 708-358-PARK, or Village of Oak Park Website.

For apartments in Forest Park, all on street parking between 2am and 6 am is prohibited. Contact the Village of Forest Park at 708-386-2323 to obtain parking permit information.

OAK PARK PROPERTY MANAGEMENT BUILDINGS ARE 100% SMOKE FREE. TENANTS WILL BE REQUIRED TO COMPLY WITH THE SMOKE FREE POLICIES.

No pets allowed without PRIOR written consent from property management. If service/support animal is required, please contact LaVerne Collins for specific details.

Applicant's Signature: _____ Dated: _____

**AUTHORIZATION
Release of Information**

I authorize an investigation of my credit, tenant history, banking, employment, and general back-ground information and any other screening for purposes of renting an apartment from this owner/manager.

I authorize LaVerne Collins, Oak Park Property Management, GLA Property Management and its Agents to release information to credit screening company, and agree to hold harmless all agencies if my application is declined:

I agree to include the non-refundable sum of \$40.00 per applicant for said purposes.

Name (Please Print Clearly)

Applicant's Signature

Date

OPPM1_1_23