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APPLICATION FOR APARTMENT OCCUPANCY AGREEMENT

APARTMENT ADDRESS _____ APARTMENT # _____
 AVAILABLE DATE _____ MONTHS ON LEASE _____
 APPLICATION FEE \$40.00 _____ RENT \$ _____ DEPOSIT \$ _____

ALL APPLICATION FEE IS NON REFUNDABLE WHEN THIS APPLICATION IS PROCESSED

RENTAL HISTORY

Name	Date Of Birth	Social Security #
Current Address	City, State & Zip	Drivers License # & State
Home Phone #	E-Mail	Cell Phone #
Present Landlord Name	Landlord Phone #	Rent Paid \$
Previous Address	State & Zip	How Long
Previous Landlord	Landlord Phone #	Rent Paid \$

SOURCE OF INCOME

Current Employment	Salary	Position and How Long
Address	Supervisor	Supervisor Phone #
Previous Employment	Salary	Position and How Long
Address	Supervisor	Supervisor Phone #
Additional source of Income	Amount	Phone

Have you ever been convicted of a crime? YES <input type="checkbox"/> NO <input type="checkbox"/>	Have you ever been evicted or asked to move? YES <input type="checkbox"/> NO <input type="checkbox"/>	Have you ever filed bankruptcy? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever refused to pay rent? YES <input type="checkbox"/> NO <input type="checkbox"/>		

AUTO		
Make, Model and Year	License Plate #	Payment Amount \$

PERSONAL REFERENCE AND EMERGENCY CONTACT

Name of Father or Mother	Phone #	
Address	City	State & Zip

Other Occupants	Relationship	Age
_____	_____	_____
_____	_____	_____

Signature: _____

I authorize the release of any information required to complete the process of the application, including but not limited to: verification of past and present employment and earnings, rental history, SS benefits, pension benefits, checking and savings accounts, government financial aid, credit and criminal history.

TURN OVER PLEASE

Rental Criteria

Criminal:

- No felony convictions
 - No misdemeanor Convictions
 - No sexual offender status or sexual crimes against people
 - No crimes against minors or animals
- *All criminal background checks reviewed via the minimum inclusive criteria timelines outlined in Minneapolis Code of Ordinances 244.2030 listed below.

Credit:

- A "Risk Summary" score of a D or less is grounds for denial with one or more of the below listed criteria infractions. A "Risk Summary" C or less is grounds for 1.5x mo. security deposit.
- No unpaid landlord collections.
 - No more than two non-medical collections.

Rental History:

- No damage to property beyond ordinary wear and tear.
- No police calls other than as a victim of domestic violence.
- No complaints from neighbors.
- No eviction with a judgment against any applicant less than 3 years before application date
- No eviction settled/no judgment or writ against any applicant less than 1 year before application date.
- Any bad faith withholding of info will result in denial. If discovered after approval or signed lease, the bad faith info will become a material breach grounds for immediate eviction.

Income:

Written Documentation of Gross Income of 2.95 the monthly rent amount per month. Paystubs or written other proof of payment at or above the 2.95 are required within the last 30 days.

Cosigner Option:

- *To qualify with a cosigner you must meet all requirements listed above but one.
- If you are denied because of not meeting the income requirement, a cosigner meeting all our criteria can apply and sign a lease with you.
 - If you are denied due to non-housing collections on your credit report, a cosigner who owns a home in Hennepin County AND meets all our criteria can apply and sign a lease

Refer to Minneapolis Code of Ordinance 244.2030 for additional information.

Business Relationship

This is a business relationship between landlord and tenant.
Any maltreatment towards Irving Properties staff or use of profanity is grounds for denial.

How many people can live in an apartment?

Efficiency/Studio: 2 person, 1 Bedroom: 2 persons
2 Bedrooms: 4 persons (no more than two of these persons may be 18 or over)
3 Bedrooms : 6 persons (no more than three of these persons may be 18 or over)



Irving Properties Inc. is committed to compliance with all federal, state, and local fair housing laws. Irving Properties Inc. will not discriminate against any person because of race, color, religion, national origin, sex, familial status, disability, or any other specific classes protected by applicable laws. Irving Properties Inc. will allow any reasonable accommodation or reasonable modification based upon a disability-related need. The person requesting any reasonable modification may be responsible for the related expenses.

PRE-LEASE DEPOSIT AGREEMENT

This Agreement, entered into by and between Irving Properties, Inc., a Minnesota corporation ("Irving") and _____ ("Tenant") is effective as of _____.

Irving Properties, Inc. has listed and seeks to rent to qualified tenant the apartment located at _____ Apt # _____. Tenant has expressed an interest in renting the apartment and has requested Irving Properties Inc. **to cease all efforts to lease the apartment.**

Tenant has represented to Irving Properties Inc. that they fulfill all necessary financial and personal requirements necessary for landlord to rent the apartment to them including but not limited to, no unlawful detainer proceedings against them, positive references from past rental relationships, and the financial capability to meet the monthly obligations of any potential lease which shall include a deposit of one months rent, which totals \$ _____, and monthly rent of \$ _____ per month.

Accordingly, the parties agree as follows:

1. Tenant hereby provides to Irving Properties, Inc \$ _____ as pre-lease deposit as and for the consideration of Irving holding the apartment until such time that Tenant and landlord can enter into a lease agreement. Irving Properties, Inc further agrees that it shall not show the apartment to any other party without prior notice to tenant, subject to the terms below.

In the event that an agreement between Irving Properties, Inc and Tenant cannot be reached within 5 working days, Irving shall keep the full deposit. The parties agree that this amount, which represents the damages incurred by Irving Properties, Inc, are uncertain and that the withholding of one months rent of this lease amount is reasonable.

If the parties enter into an agreement, the pre-lease security deposit shall be converted to or be made part of the Tenant's security deposit and shall accrue interest as required by Minnesota law.

In the event Tenant provides Irving with a pre-lease deposit without providing an application or other documents identified by Irving Properties, Inc as being necessary to process that application, Irving Properties, Inc obligation to not show the apartment shall expire within 2 hours after receiving the pre-lease deposit. Following the expiration of the 2 hours, Irving Properties, Inc will continue to show the apartment and process any and all applications by perspective renters for the same. If Irving chooses a renter other then Tenant for the apartment, Irving Properties, Inc shall, within seven (7) days of executing the agreement with the other renter, return the entire pre-lease deposit to Tenant.

This Agreement represents the entire agreement between the parties and may not be modified except in writing signed by both parties.

Irving Properties, Inc

Applicant

Date: _____

Applicant

Date: _____