

Cornerstone Property Services, Inc.

560 Darlington Lane Crystal Lake, IL 60014
Office: 815-455-0540

Future Resident(s): _____

Future Address: _____

Requested Move In Date: _____

Please remember applications need to be completely filled out and signed by the applicant. The application must be submitted with a copy of driver's license, and 2 current paystubs, or other proof of employment. The applicant's gross income must equal three times the monthly rent in order to qualify. In addition, rental deposits and application fees will only be accepted in the form of a money order or cashier's check. **Application fees are non-refundable. Deposits are refundable upon decline only. Once an application is approved the deposit becomes non-refundable.**

Listed below is a break-down of the balance due prior to move in. Any payments associated with the move in must be in the form of a money order, and or cashier's check. Please make payments payable to:

Cornerstone Property Services, Inc.

Application Fee(s): _____

(non-refundable)

Security Deposit: _____

Pet Fee: _____

(non-refundable)

Garage Rent: _____

Pro-rated Rent: _____

Move-In Special: _____

Resident Signature: _____

Resident Signature: _____

Cornerstone Property Services, Inc.

1. Applicant Data:

Last Name	First Name	M.I.	Social Security Number	Date of Birth
Home Phone Number	Cellular Number	Work Number	Driver's License Number and State Issued	

2. Residence History:

Current Address	Street	Apt.#	City	State	Zip Code	Monthly Rent/Mortgage
Community Name/Landlord or Mortgage Holder			Landlord/Mortgage Holder-Phone Number		Occupancy Dates	
Previous Address	Street	Apt.#	City	State	Zip Code	Monthly Rent/Mortgage
Community Name/Landlord or Mortgage Holder			Landlord/Mortgage Holder-Phone Number		Occupancy Dates	

3. Employment Information:

Applicant Currently Employed by	Address	Phone Number	Position
Supervisor's Name	Length of Employment	Gross Monthly Income	Other Monthly Income
Source			
Previous Employer	Address	Phone Number	Position
Supervisor's Name	Length of Employment	Gross Monthly Income	Other Monthly Income
Source			

4. Student Information:

Which School do you attend?	Other Income (Including Financial Aid, parents, etc.)
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5. How did you find out about our community?

Please Initial:

6. What is your requested Move-In Date?

Please Initial:

NOTE: This date is tentative, pending approval by Property Manager.

For Office Use Only:

Building/Apt. #: _____	Rent: _____	Credit Score: _____
Date Applied: _____	_____	_____
MI Date: _____ Approved: _____	Deposit: _____	Credit Approval Status: _____
Is this a Co-Signer? _____	_____	
Is this a Student w/ co-signer? _____	Leasing Agent: _____	

7. List All Other Persons Who Will Be Occupying Apartment:

Occupants Name(s):	Date of Birth:	Relationship:	Social Security Number:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

9. Automobiles:

Make/Model	Year	Color	Plate #	Make/Model	Year	Color	Plate #
_____	_____	_____	_____	_____	_____	_____	_____

10. Pets:

Type	Name	Age	Color	Type	Name	Age	Color
_____	_____	_____	_____	_____	_____	_____	_____

11. Emergency Contacts: (not living with applicant)

Name	Address	Phone Number	Relationship
_____	_____	_____	_____
_____	_____	_____	_____

In the event of a serious injury or death of Applicant, the above listed person(s) may _____ or may not _____ enter the apartment and remove and/or store all personal contents found in the dwelling, adjoining areas, and mailbox.

12. Has Applicant Listed Herein Ever: (if any of the answers below are "yes", please explain)

- Been convicted of and/or pled "guilty" or "no contest" to any felony offense? _____
- Been evicted from a rental dwelling, or received a notice to vacate? _____
- Have you ever broken a rental agreement? _____
- Have you ever declared bankruptcy? _____

APPLICANT'S CONSENT: "I hereby authorize Cornerstone Property Services, Inc., or its Agents to obtain a consumer report, and other information it deems necessary, for the purpose of evaluating my application. I understand that such information may include, but is not limited to, credit history, civil and criminal information, records of arrest, rental history, employment/salary details, vehicle records, licensing records, and/or any other necessary information. I understand that subsequent consumer reports may be obtained and utilized under this authorization in connection with an update, renewal, extension or collection with respect or in connection with the rental lease of a residence, which this application was made. I hereby expressly release Cornerstone Property Services, Inc., or its Agents, and any procurer or furnisher of information, from any liability what-so-ever in the use, procurement, or furnishing of such information, and understand that my application information may be provided to various local, state, and/or federal government agencies including without limitation, various law enforcement agencies. I understand that my \$75 application fee is non-refundable. If, after making my application or being accepted, I do not take occupancy of the apartment, I understand that I forfeit my security deposit. Failure to complete the application process, (e.g. not providing all information necessary to fully process your application), within five (5) business days will render your application null and void. I also agree that at the signing of this application my move-in date, if approved by management, is final and I will be responsible for rent beginning on that chosen date. I understand it is my sole responsibility to carry rental insurance for all of my personal property." I understand that with the exception of cleaning and painting the apartment will be rented as is. All agreements to: make any changes to the apartment, do additional repairs or upgrades, or to credit my account for any reason must be placed in writing and signed by myself and an authorized representative from Cornerstone Property Services, Inc. *Verbal agreements will not be honored.*



Applicant's Signature

Date

Application received by

Date