



# Application for Occupancy

<b>Head of Household:</b>	Last Name:	Middle:	First Name:	
DOB:	Social Security No:	Drivers License No:	State:	
Home Email:		Work Email:		
Cell No:	Home No:	Work No:	Ext No:	
Employer:	Address:	City:	State:	
Supervisor Name and Contact No:		Position:	Start Date:	
Gross Monthly Income:	Other Source of Income:	Mthly other Income Amt:		

*Please provide no less than 5 years residence history. Use the back side of this application if needed*

Current Address:	Move In Date:	Expected Move Out Date:		
Previous Address:	Move In Date:	Move Out Date:		
Previous Address:	Move In Date:	Move Out Date:		
Make of Vehicle:	Model:	Year:	Color:	License Plate No: State Registered:

<b>Co-Applicant</b>	Last Name:	Middle:	First Name:	
DOB:	Social Security No:	Drivers License No:	State:	
Home Email:		Work Email:		
Cell No:	Home No:	Work No:	Ext No:	
Employer:	Address:	City:	State:	
Supervisor Name and Contact No:		Position:	Start Date:	
Gross Monthly Income:	Other Source of Income:	Mthly other Income Amt:		

*Please provide no less than 5 years residence history. Use the back side of this application if needed*

Current Address:	Move In Date:	Expected Move Out Date:		
Previous Address:	Move In Date:	Move Out Date:		
Previous Address:	Move In Date:	Move Out Date:		
Make of Vehicle:	Model:	Year:	Color:	License Plate No: State Registered:

*Please list ALL other occupants below. All children, family members, and/or roommates 18 years and over must complete a separate rental application*

Last Name:	First Name:	DOB:	Relationship:
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Last Name:	First Name:	DOB:	Relationship:

*This community does not offer overflow parking. Parking in the grass or streets is prohibited. Those vehicles that do not fit in the designated area for your unit must be parked and/or stored elsewhere. Parking trailers, boats, Campers, RV, etc. is prohibited. Please list additional vehicles*

Make of Vehicle:	Model:	Year:	Color:	License Plate No:	State Registered:
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Make of Vehicle:	Model:	Year:	Color:	License Plate No:	State Registered:

**Please list two emergency contacts below. Do not list those that live with you.**

Last Name:	First Name:	Relationship:
Current Address:		Contact No:

Last Name:	First Name:	Relationship:
Current Address:		Contact No:

**Please list Pet information below. Only two pets allowed per household. Breed restrictions apply. Attach a copy of the veterinary report and a photo of each pet listed below. There will be a Pet Fee and a Pet Deposit required per pet.**

Type:	Breed:	Color:	Weight:	Current Age:
M/F:	Neutered/Spayed:	Special Markings/Notes:		

Type:	Breed:	Color:	Weight:	Current Age:
M/F:	Neutered/Spayed:	Special Markings/Notes:		

How did you hear about The Village at Federal City? \_\_\_\_\_

Have you turned in your application to the Navy Housing Office? Yes / No

*If "No", please contact the Navy Housing Office; either Wendy Dumas at 504-678-2162 or Charles Stevens at 504-678-3280. We can not process this application until we have received approval from the Navy Housing Office.*

Applicant has submitted the sum of **\$75.00** which is a non-refundable payment as a fee for processing the required background check which includes a criminal and credit background report. This sum will be retained by The Village at Federal City to cover the cost of processing this application as furnished by the applicant. There will be a \$50.00 fee if this check is returned NSF or if payment is stop on this check. By signing below I furthermore certify that the information given herein is complete, true and correct. You are hereby expressly authorized to verify the accuracy and correctness of these statements, to communicate with my employer and creditors, and to procure such other information that you may require to evaluate this application.

Applicant(s) understand that a criminal background check will be performed in conjunction with this application. Has applicant, co-applicant, or any occupant listed above on this application ever been convicted, plead guilty, no-contest, received probation, deferred adjudication, court ordered supervision or pre-trial diversion for felony, sex related crime, or misdemeanor assault against another person? YES / NO

If yes, please list the name of which applicant involved along with details of the incident :

I hereby deposit \$\_\_\_\_\_ with Management as a good faith deposit in connection with the rental application.

If Management accepts my application I agree to execute Management's usual rental agreement on or before the occupancy date of \_\_\_\_\_. In the event the applicant is approved and applicant fails or refuses to enter into the lease agreement, Owner shall retain the said deposit as liquidated damages to cover the cost of taking and processing this application and removing the premises from the market and holding same for applicant. This application is made with the understanding that it is subject to acceptance by the Owner and subject to execution by an officer of said company and delivery of a lease covering said premises. Please allow a minimum 5 to 7 days to process your application for both credit and character references. Applicant further agrees that the signing of this application does not constitute an obligation on the part of the management to provide housing until the signing of the lease agreement by all parties. I, the undersigned, hereby acknowledge that I have read, fully understand, and agree to the above terms and conditions.

\_\_\_\_\_  
Applicant Signature                      Date

\_\_\_\_\_  
Co-Applicant Signature                      Date