

Access Properties

2537 Grape Rd
Mishawaka, IN 46545
Phone: 574-232-1242
FAX: 574-233-8322

Date: _____

Office Use Only			
Credit: _____	AFP: _____		
Landlord: _____	PM: _____		
Proof of Income: _____	APPROVED	YES	NO
Background: _____	Comments:		
Eviction: _____			
Bankruptcy: _____			
Identification: _____			
Overridden Approval			

Note: A non-re-fundable \$30.00 fee is required before the application can be processed.

Requirements: approved application, credit report, income verification, picture ID, and in-home inspection. **Pets** require a \$250.00 deposit per pet, if approved

**SECURITY DEPOSIT AND RENT MAY NOT BE COMBINED ON ONE CHECK OR MONEY ORDER AT LEASE SIGNING
NO CASH. NO CREDIT/DEBIT CARDS. PLEASE MAKE PAYMENTS IN CHECK OR MONEY ORDER FORM**

Address you are applying for: _____

APPLICANT #1: _____ Female Male

First Name MI Last Name

Date of Birth _____ Social Security Number _____

Present Address: _____

City _____ State: _____ Zip _____

Phone: _____ email: _____

APPLICANT #2: _____ Female Male

First Name MI Last Name

Date of Birth _____ Social Security Number _____

Present Address: _____

City _____ State: _____ Zip _____

Phone: _____ email: _____

Occupants Other Than Self

Name _____	Age: _____	Female	Male
Name _____	Age: _____	Female	Male
Name _____	Age: _____	Female	Male
Name _____	Age: _____	Female	Male

Present Landlord:

Name: _____ Phone: _____

Address: _____

Time at present address: _____ Lease Expiration Date _____

Written Lease? YES NO Monthly Payment: _____

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Previous Address:
(If present address is less than 3 years)

Address: _____
Landlord: _____ Phone: _____

Assistance:

Do you receive housing assistance? YES NO
If so, which one? St Joseph County South Bend Mishawaka OTHER _____

Employment:

Applicant #1
Company Name: _____ Phone # _____
Address: _____
Occupation _____ Supervisor: _____
How long? _____ Are you subject to transfer? _____
Monthly Net Income: _____ Other Income: _____

In Case of Emergency Notify:
Outside of Household

Name: _____ Phone #: _____
Address: _____
Relationship: _____

1a) Have you ever filed bankruptcy, or is there a judgment, or any litigations or claims threatened against you?
YES NO

b) If yes, please explain _____

2a) has your security deposit ever been kept by a landlord? YES NO

b) If yes, please explain: _____

3a) Have you ever been evicted: YES NO

b) If yes, please explain _____

4a) Do you carry renters insurance? YES NO

b) If yes, list the insurance company _____

5a) Do you currently have a pet ? YES NO

b) If yes, what kind of animal is it? _____

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AUTHORIZATION TO RELEASE INFORMATION

I/We have applied for a rental with Access Properties/Unicorn Management. You are hereby authorized to release any information requested to them, their affiliates, representatives or agents in order to complete the processing of my application. Information may include credit check, background check, verification of employment, verification of rental and income record.

A photographic copy of this signed authorization may be deemed as the equivalent of the original and may be used as a duplicate of the original.

Your prompt reply will help me expedite my rental transaction. Thank you for your cooperation.

_____ Signature (Applicant #1)	_____ Date	_____ Social Security Number
_____ Signature (Applicant #2)	_____ Date	_____ Social Security Number
_____ Signature (Applicant #3)	_____ Date	_____ Social Security Number
_____ Signature (Applicant #4)	_____ Date	_____ Social Security Number