

Application to Lease

Application for _____ Acct# _____ Phone _____ Email _____

Unmarried Co-Applicants Fill Out A Separate Application. Do not leave any blank spaces. Please use black ink.

Name _____ SS# _____ - _____ - _____ DOB _____ / _____ / _____
Last First MI Jr. Sr., Prior

Spouse _____ SS# _____ - _____ - _____ DOB _____ / _____ / _____
Last First MI Maiden

Driver's License # _____ ST _____ Spouse's Driver's License # _____ ST _____

Other _____
Name Relationship Age SS# Name Relationship Age SS#

Occupants _____
Name Relationship Age SS# Name Relationship Age SS#

Pets: Number _____ Type _____ Breed _____ Weight _____ Age _____

Home Phone (_____) _____ Why Moving? _____

Present Address _____
Street Apt. # City State Zip Code

Present Landlord/
 Mortgage Holder _____ Phone (_____) _____

Length of Residence: _____ / _____ To _____ / _____ Monthly Rent/Mortgage \$ _____ Mortgage Acct. # _____
Mo. Yr. Mo. Yr.

Previous Address _____
Street Apt. # City State Zip Code

Previous Landlord/
 Mortgage Holder _____ Phone (_____) _____

Length of Residence: _____ / _____ To _____ / _____ Monthly Rent/Mortgage \$ _____ Mortgage Acct. # _____
Mo. Yr. Mo. Yr.

Present Employer _____ City & St. _____ Phone (_____) _____

Position _____ Dates Employed _____ / _____ To _____ / _____ Income _____ Per _____ Mgr. _____
Mo. Yr. Mo. Yr.

Previous Employer _____ City & St. _____ Phone (_____) _____

Position _____ Dates Employed _____ / _____ To _____ / _____ Income _____ Per _____ Mgr. _____
Mo. Yr. Mo. Yr.

Spouse Present Employer _____ City & St. _____ Phone (_____) _____

Position _____ Dates Employed _____ / _____ To _____ / _____ Income _____ Per _____ Mgr. _____
Mo. Yr. Mo. Yr.

In Case of Emergency Notify _____ (_____) _____
Name Relationship Address Phone Number

Have you ever had an eviction filed or left owing money to an owner or landlord? Applicant: Yes ___ No ___ Spouse: Yes ___ No ___

Have you applied for residency in the past 2 years, but did not move in? Applicant: Yes ___ No ___ Spouse: Yes ___ No ___

If you have answered yes to any of the above questions please explain the circumstances regarding the situation on back of this sheet.

AUTHORIZATION OF RELEASE OF INFORMATION Applicant(s) represents that all of the above information and statements on the application for rental are true and complete, and hereby authorizes an investigative consumer report including, but not limited to, residential history (rental or mortgage), employment history, court records, and credit records. This application must be signed before it can be processed by management **Applicant acknowledges that false or omitted information herein may constitute grounds for rejection of this application, termination of right of occupancy, and/or forfeiture of fees or deposits and may constitute a criminal offense under the laws of this State.**

Fair Chance in Housing Act: Please be advised that upon remittance of a conditional offer, we will review and consider applicant's criminal history. As part of this review, applicant is permitted by law to provide evidence of inaccuracies in the criminal history, evidence of rehabilitation, or other mitigating information. See disclosure form attached, by signing below you are also acknowledging that you have read the disclosure.

NON-REFUNDABLE APPLICATION FEE - Applicant(s) agree to pay \$ _____ a non-refundable application processing fee.

RESERVATION FEE AGREEMENT - Applicant has paid a "reservation fee" of \$ _____ in consideration of taking the dwelling unit off the market while considering the approval of this application. If applicant(s) is approved and the contemplated lease is entered into, then on the day of move in the fee will be credited towards payment of the first month's rent amount of \$ _____. If the applicant(s) is approved but fails to promptly enter into the contemplated lease or fails to move in on the agreed upon date, the reservation fee will be retained by owner as liquidated damages. The reservation fee will only be refunded if the applicants cancel this application with written notice within _____ hours, or if application is not approved; refunds will be sent via mail within 30 days of cancellation. This application is preliminary only and does not obligate owner or owner's agent to execute a lease or deliver possession of the proposed premises. No oral agreements have been made.

Applicant's Signature _____ Date _____ Spouse's Signature _____ Date _____

New Jersey's Fair Chance in Housing Act Disclosure

New Jersey's Fair Chance in Housing Act, N.J.S.A. 46:8-52 to 64 (FCHA), limits a housing provider's ability to consider a person's criminal history in deciding whether to extend an offer or whether to rent a home after extending an offer.

Before making a conditional offer of housing, Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas may consider only whether an applicant has a conviction for the manufacture or production of methamphetamine on the premises of federally assisted housing, or whether an applicant has a lifetime registration requirement under a State sex offender registration program. Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas will not consider, or request from an applicant or any other person or entity, any other information about an applicant's criminal history as part of the application process until and unless a conditional offer of housing has been made.

After extending a conditional offer of housing, Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas intends to review and consider an applicant's criminal record in determining whether to rent a home, in accordance with the FCHA and its accompanying rules.

Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas will not, either before or after the issuance of a conditional offer, evaluate or consider any of the following criminal records:

- (1) arrests or charges that have not resulted in a criminal conviction;
- (2) expunged convictions;
- (3) convictions erased through executive pardon;
- (4) vacated and otherwise legally nullified convictions;
- (5) juvenile adjudications of delinquency; and (6) records that have been sealed.

Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas may consider, after the issuance of a conditional offer, a criminal record that:

- Resulted in a conviction for murder, aggravated sexual assault, kidnapping, arson, human trafficking, sexual assault, endangering the welfare of a child in violation of N.J.S.2C:24- 4(b)(3);
- Resulted in a conviction for any crime that requires lifetime state sex offender registration;
- Is for any 1st degree indictable offense, or release from prison for that offense, within the past 6 years;
- Is for any 2nd or 3rd degree indictable offense, or release from prison for that offense, within the past 4 years; or
- Is for any 4th degree indictable offense, or release from prison for that offense, within the past 1 year.

For more information about how these rules apply, please refer to the resources at <https://www.njoag.gov/about/divisions-and-offices/division-on-civil-rights-home/fcha/>.

Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas may withdraw a conditional offer based on your criminal record only if Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas determines, by a preponderance of the evidence, that the withdrawal is necessary to fulfill a substantial, legitimate, and nondiscriminatory interest.

If Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas utilizes any vendor or outside person/entity to conduct a criminal record check on their behalf, Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas will take reasonable steps to ensure that the vendor or outside person/entity conducts the criminal record check consistent with the requirements of the FCHA and rules. Specifically, if Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas receives a criminal history inquiry conducted by a vendor or outside person or entity that is conducted in violation of the FCHA in that it reveals a record that is not permitted to be considered under the FCHA Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas must show that it did not rely on that information in making a determination about your tenancy.

If you are subjected to the withdrawal of a conditional offer of housing due to criminal history, you have the right to request and receive the materials relied upon by Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas in making this determination.

You have the right to dispute, within ten (10) days of receiving this statement, the relevance and accuracy of any criminal record, and to offer evidence of any mitigating facts or circumstances, including but not limited to your rehabilitation and good conduct since the criminal offense. You may also provide evidence demonstrating inaccuracies within aspects of your criminal record which may be considered under the FCHA, or evidence of rehabilitation or other mitigating factors to [name of housing provider] at any time, including after the ten days.

Any action taken by Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas in violation of the process laid out in this statement may constitute a violation of the FCHA. **If you believe that any owner, agent, employee, or designee of Fernmoor Mt Holly Urban Renewal LLC, Mi Place at West Rancocas has violated any of the above requirements, you may contact the New Jersey Division on Civil Rights at www.NJCivilRights.gov 1-866-405-3050).** A complaint must be filed with DCR within 180 days of the allegedly discriminatory conduct. You cannot be subjected to retaliation for filing a complaint or for attempting to exercise your rights under the FCHA.

DCR has several fair housing fact sheets available at <https://www.nj.gov/oag/dcr/housing.html>, or available for pickup in any of DCR's four (4) regional offices.

31 Clinton Street, 3rd Floor Newark, NJ 07102

1601 Atlantic Avenue, 6th Fl. Atlantic City, NJ 08401

5 Executive Campus Suite 107, Bldg. 5 Cherry Hill, NJ 08002

140 East Front Street, 6th Floor Trenton, NJ 08625