



APPLICATION INFORMATION

Thank you for your interest in renting an apartment at **Kaufmann's Grand on Fifth Avenue**.

Below you will find important information about our application and lease procedures:

STEP 1: RESERVING AN APARTMENT

- One (1) Completed application per resident
- One (1) \$50.00 application fee per applicant made out to "Core Realty" (personal check or money order). If a co-signer is required, an application and a \$25.00 fee must be submitted for EACH co-signer)
- Deposit – Security Deposit (certified check/money order) payable to:
 - "400 5th Ave. Master Tenant, LP"
- Copy of ID (per applicant)
- Copy of last 2 pay stubs (per applicant)

STEP 2: APPROVAL PROCESS

Once we have received all of the above, we will start the approval process. Within 48-72 hours you will be notified if you are approved (*If you are not approved, your deposit will be returned in full within 7 business days)

STEP 3: LEASE

- Once approved, we will contact you to schedule your lease signing.
- All lease signings must occur within 7 business days from the approval date.

IMPORTANT

- No personal checks will be accepted for your security deposit and first month's rent
- Security deposit is equal to one month's rent
- APPLICATION FEE(S) ARE NON-REFUNDABLE
- If after being accepted you do not take occupancy of the apartment, you will forfeit your Security Deposit
- Final decision or acceptance/denial of your application is the owner's final decision
- Possession of apartment will only be granted upon the agreed move-in date

Kaufmann's Grand on Fifth Avenue | 400 Fifth Avenue, Pittsburgh, PA 15219

www.kaufmannsgrand.com | 888-55-GRAND



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Pittsburgh, PA 15219

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RENTAL APPLICATION

FOR OFFICE USE ONLY

DATE _____ AGENT _____
COMMUNITY _____
UNIT # _____ RENT \$ _____/MO

Notice: Co-Applicant must complete a separate Rental Application Form

The undersigned hereby makes application to rent _____
beginning on _____ at a monthly rent of \$ _____

PLEASE TELL US ABOUT YOURSELF

FULL NAME _____ Phone () _____

Date of Birth _____ Social Security No. _____

Driver's License No. & State _____ E-mail Address _____

Names of all other occupants _____ Total No of Occupants _____

How many pets _____ Kind of pet _____ Breed _____ Weight _____ Age _____

PLEASE INITIAL ALL ITEMS BELOW

_____ I understand that my application fee is non-refundable

_____ I understand that first month's rent is due on approval of application

_____ I understand that with the exception of cleaning, painting, and necessary repairs, the apartment is accepted as is

_____ I understand that if approved by Landlord, I will sign my lease within 7 days of approval and pay remaining balance on apartment

SECURITY DEPOSIT: Upon placing a security deposit of one month's rent, it will be non-refundable if potential tenant chooses to not take apartment after they have been approved for said apartment by Landlord. Security will only be refunded if Landlord does not accept potential tenant.

\$ _____ Check # _____

PLEASE GIVE YOUR RESIDENCE & EMPLOYMENT HISTORY

CURRENT ADDRESS _____

Month and year moved in _____ Reason for leaving _____

YOUR STATUS: ☐ Employed Full-Time ☐ Employed Part-Time ☐ Student ☐ Retired ☐ Not Employed

CURRENT EMPLOYER (or most recent) _____

Address _____ Phone () _____

Date Employed from _____ To _____ Position _____

Supervisor _____ Your Gross Monthly Salary \$ _____

If there are sources of income you would us to consider please list income, source and person (Banker, Employer, etc.) who we could for information. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.

Amount \$ _____ Per _____ Source _____

TOTAL NUMBER OF VEHICLES (including company vehicles) _____

Make/Model _____ Year _____ Color _____ Tag No/State _____

Make/Model _____ Year _____ Color _____ Tag No/State _____

Other Car, Motorcycle, etc. _____

HAVE YOU OR CO-APPLICANT EVER: Been sued for non-payment of rent? ☐ Yes ☐ No

Been convicted of or pled "guilty" or "no contest" to any felony offense? ☐ Yes ☐ No Declared Bankruptcy? ☐ Yes ☐ No

Broken a Rental Agreement or Lease? ☐ Yes ☐ No Been sued for damages to rental property? ☐ Yes ☐ No

HOW DID YOU HEAR ABOUT THIS APARTMENT?

☐ Craigslist ☐ Hotpads ☐ Building Sign ☐ Tenant Referral ☐ Zillow ☐ Trulia ☐ Our Website ☐ Tenant Referral

I AUTHORIZE YOU TO CONTACT PREVIOUS LANDLORD(S), CREDIT AND PERSONAL REFERENCES THAT I HAVE GIVEN IN THIS APPLICATION. I ALSO AUTHORIZE MANAGEMENT TO OBTAIN MY CONSUMER CREDIT REPORT. THE ABOVE INFORMATION, TO THE BEST OF MY KNOWLEDGE IS TRUE AND CORRECT.

Signature of Applicant _____ Date Signed _____