

Cottage Street Commons

203 Northampton Street, P.O. Box 389 Easthampton, MA 01027

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valleyapartmentrentals@gmail.com



RENTAL APPLICATION

DATE: _____ PROPERTY: _____ DESIRED MOVE-IN DATE: _____

DO YOU NEED WHEELCHAIR ACCESSIBLE APARTMENT: Y or N

APPLICANT: _____

CO-APPLICANT: _____

D.O.B: _____

D.O.B: _____

S.S.N: _____

SSN: _____

PHONE: _____

PHONE: _____

EMAIL: _____

EMAIL: _____

HOUSING INFORMATION

APPLICANT PRESENT ADDRESS: _____

DATES RENTED: FROM _____ STREET _____ TO _____ CITY _____ STATE _____ ZIP _____
REASON FOR MOVING: _____

LANDLORD'S INFORMATION: _____

PREVIOUS ADDRESS: _____ NAME _____ ADDRESS _____ PHONE/FAX _____

DATES RENTED: FROM _____ STREET _____ TO _____ CITY _____ STATE _____ ZIP _____
REASON FOR MOVING: _____

LANDLORD'S INFORMATION: _____

PREVIOUS ADDRESS: _____ NAME _____ ADDRESS _____ PHONE/FAX _____

CO-APPLICANT PRESENT ADDRESS: _____

DATES RENTED: FROM _____ STREET _____ TO _____ CITY _____ STATE _____ ZIP _____
REASON FOR MOVING: _____

LANDLORD'S INFORMATION: _____

PREVIOUS ADDRESS: _____ NAME _____ ADDRESS _____ PHONE/FAX _____

DATES RENTED: FROM _____ STREET _____ TO _____ LANDLORD'S NAME: _____ PHONE: _____ STATE _____ ZIP _____

LANDLORD'S INFORMATION: _____

PREVIOUS ADDRESS: _____ NAME _____ ADDRESS _____ PHONE/FAX _____

LIST ALL RESIDENTS WHO WILL OCCUPY THE APARTMENT:

Name Relationship

Name Relationship

Name Relationship

Name Relationship

VEHICLE INFORMATION:

_____/_____
MAKE MODEL COLOR PLATE / MAKE MODEL COLOR PLATE

APPLICANT CURRENT EMPLOYMENT:

COMPANY: _____ POSITION: _____
SUPERVISOR: _____ PHONE: _____
LENGTH OF EMPLOYMENT _____ (GROSS) SALARY/HOURLY \$ _____ # OF HOURS/WK _____

PREVIOUS EMPLOYMENT (IF LESS THAN 6 MONTHS AT CURRENT POSITION)

COMPANY: _____ POSITION: _____
SUPERVISOR: _____ PHONE: _____
LENGTH OF EMPLOYMENT _____ (GROSS) SALARY/HOURLY \$ _____ # OF HOURS/WK _____

OTHER SOURCE OF INCOME: _____

CO-APPLICANT CURRENT EMPLOYMENT:

COMPANY: _____ POSITION: _____
SUPERVISOR: _____ PHONE: _____
LENGTH OF EMPLOYMENT _____ (GROSS) SALARY/HOURLY \$ _____ # OF HOURS/WK _____

PREVIOUS EMPLOYMENT (IF LESS THAN 6 MONTHS AT CURRENT POSITON)

COMPANY: _____ POSITION: _____
SUPERVISOR: _____ PHONE: _____
LENGTH OF EMPLOYMENT _____ (GROSS) SALARY/HOURLY \$ _____ # OF HOURS/WK _____

OTHER SOURCE OF INCOME: _____

DO YOU OWN A PET? Yes No IF SO, WHAT KIND: _____

HAVE YOU EVER BEEN CONVICTED OF A FELONY? Yes No

HAVE YOU EVER BEEN EVICTED? Yes No

HAVE YOU EVER INTENTIONALLY REFUSED TO PAY RENT? Yes No

If yes, what were the circumstances?

PLEASE ATTACH THE FOLLOWING TO THIS APPLICATION

- 1. One year prior tax return with the W2 form;
- 2. Your Five most recent pay stubs for all members of the household who are working, and
- 3. Three most recent bank statements and other materials necessary to verify income or assets.

By signing this application, applicant(s) understand that the Cottage Street Commons will perform a credit and reference check to determine rental history and ability to pay the rental amount. The applicant(s) hereby authorizes the release of credit and above listed references to Management and other appropriate information for this purpose. All information thus gathered by Management will remain confidential.

Note: Applications will be made available for a 60 day period. Upon receipt, Applicants will then automatically be entered into a lottery, and each applicant will be assigned a lottery number. Preferences will be given for household size and persons with disabilities in need of accessible units. We will then show the available apartments based on the lottery number.

Cottage Street Commons does not to discriminate in the selection of applicants on the basis of race, color, national origin, disability, age, ancestry, children, familial status, genetic information, marital status, public assistance reciprocity, religion, sex, sexual orientation, gender identity, veteran/military status, or any other basis prohibited by law

Applicants must fill out the application completely and mail or deliver back to our office. Applicants will then automatically be entered into a lottery, and each applicant will be assigned a lottery number. We will then show the available apartments based on the lottery number.

Persons with disabilities are entitled to request a reasonable accommodation in rules, policies, practices, or services, or to request a reasonable modification in the housing, when such accommodations or modifications may be necessary to afford persons with disabilities an equal opportunity to use and enjoy this housing.

If an applicant is rejected, a written notice to the applicant of the specific reason(s) the owner has determined ineligibility for occupancy and contact information for the owner’s representative for applicants who wish to discuss the ineligibility/rejection reason(s) will be provided.

Individuals who have a financial interest in the development and their families are not eligible for affordable units. Therefore, affordable units leased or sold to individuals who have a financial interest in the development or a Related Party, or to their families, shall not be eligible. For the purposes of this Section II.A.3, “financial interest” shall mean anything that has a monetary value, the amount of which is or will be determined by the outcome of the Project, including but not limited to ownership and equity interests in the Developer or in the subject real estate, and contingent or percentage fee arrangements; but shall not include third party vendors and contractors.

I DECLARE THE FOREGOING INFORMATION TO BE TRUE UNDER PENALTY OF PERJURY.

Applicant’s Signature

Date

Co-Applicant’s Signature

Date

Applicant’s Signature

Date

Co-Applicant’s Signature

Date

Applicant’s Signature

Date

Co-Applicant’s Signature

Date

PERMISSION FOR LANDLORD VERIFICATION

Applicant's Name:

BY SIGNING BELOW, I AUTHORIZE THE RELEASE OF INFORMATION FROM MY CURRENT OR PREVIOUS LANDLORDS, MORTGAGE HOLDERS OR RENTAL AGENTS AS LISTED ON MY APPLICATION, TO BE VERIFIED BY MANAGEMENT. The questions below are an example of questions we may ask during the landlord verification.

Applicant's Signature:

Date

*******STOP!*******

Do not fill out the following. *FOR OFFICE USE ONLY.*

- When did the applicant live at the property? _____
- Did applicant have a lease? Yes No
- Did applicant stay for the full term? Yes No Not Applicable
- Did the applicant have roommates? Yes No
- What was the applicant's monthly rent? _____ Did this include utilities? Yes No
- Did the applicant pay his/her rent or mortgage on time? Yes No
- Were eviction/foreclosure proceedings ever started against the applicant? Yes No
- Are there any arrears at this time? Yes No
- Did you ever receive complaints from neighbors regarding applicants behavior or have the police responded to the property due to complaints? Yes No

If yes, please explain:

- Any damages to the property? Yes No
- If yes, please explain:

- Any pets on the property? Yes No
- Would you rent/loan to the applicant again? Yes No
- Additional Comments:

