



1710 NORTHVIEW BLVD  
EUGENE, OR 97405  
1.541.484.6553  
[www.prospectparkapartments.net](http://www.prospectparkapartments.net)

## APARTMENT RENTAL APPLICATION

DATE \_\_\_\_\_

FULL NAME \_\_\_\_\_ PHONE # \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ SS# \_\_\_\_\_ DRIVER LIC. # \_\_\_\_\_

PRESENT ADDRESS \_\_\_\_\_

HOW LONG? \_\_\_\_\_ REASON FOR LEAVING \_\_\_\_\_

PRESENT LANDLORD \_\_\_\_\_ PHONE # \_\_\_\_\_

FORMER ADDRESS \_\_\_\_\_

FORMER LANDLORD \_\_\_\_\_ PHONE # \_\_\_\_\_

EMPLOYER \_\_\_\_\_ PHONE # \_\_\_\_\_

POSITION \_\_\_\_\_ HOW LONG? \_\_\_\_\_

MONTHLY TAKE HOME PAY \$ \_\_\_\_\_

FORMER EMPLOYER \_\_\_\_\_

POSITION \_\_\_\_\_

SPOUSE'S FULL NAME \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ SS# \_\_\_\_\_ DRIVER LIC # \_\_\_\_\_

SPOUSE'S EMPLOYER \_\_\_\_\_ PHONE # \_\_\_\_\_

POSITION \_\_\_\_\_

MONTHLY TAKE HOME PAY \$ \_\_\_\_\_

OTHER SOURCES OF INCOME \_\_\_\_\_

NUMBER OF CHILDREN \_\_\_\_\_ AGES \_\_\_\_\_ NAME \_\_\_\_\_

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CHECKING ACCOUNT # \_\_\_\_\_ BANK \_\_\_\_\_

SAVINGS ACCOUNT # \_\_\_\_\_ BANK \_\_\_\_\_

LIST 3 CHARACTER REFERENCES

1. \_\_\_\_\_ PHONE # \_\_\_\_\_

2. \_\_\_\_\_ PHONE # \_\_\_\_\_

3. \_\_\_\_\_ PHONE # \_\_\_\_\_

DATE APARTMENT WANTED \_\_\_\_\_

SIZE: 1 BEDROOM \_\_\_\_ 2 BEDROOM \_\_\_\_ 3 BEDROOM \_\_\_\_

INTENDED LENGTH OF OCCUPANCY \_\_\_\_\_

ARE YOU A STUDENT? \_\_\_\_\_ SCHOOL \_\_\_\_\_

MAJOR \_\_\_\_\_

DO YOU HAVE A ROOMMATE? \_\_\_\_\_

DO YOU HAVE A PET? \_\_\_\_\_

I certify that the information given is correct and complete and hereby authorize you to make any inquiries necessary to evaluate my tenancy and credit standing. Further, I understand that a non-refundable application fee must be submitted with my application and if approved I will be required to pay both a refundable security deposit and a non-refundable administrative fee. I also understand that the deposit may not be refunded if I do not move in.

Signature \_\_\_\_\_

## APPLICATION PROCESS

PLEASE READ

The following is a list of guidelines that will be used to process your application

1. All applications will be treated in the same fair manner
2. All applicants must complete an application and submit it along with a \$25.00 non-refundable application fee
3. All applicants must wait a minimum of 24 hours for us to process their applications.
4. All applications will have the following checked:
  - A. Current and previous landlord references
  - B. Credit rating
  - C. Recorded or unrecorded FED, collections, judgments
  - D. Income verification
5. Reasons for a rejection will not be discussed

IF YOUR RESERVATION IS CANCELLED:

25 days or more	prior to move-in date - \$250.00 refunded
20-24 days	prior to move-in date - \$200.00 refunded
6-19 days	prior to move-in date - \$100.00 refunded
0-5 days	prior to move-in date - \$0.00 refunded