

**Property Name: Todd Lofts**

**Property Address: 1128 Hermitage Rd, Richmond, VA 23220 (804) 278-6324**

Apt. # \_\_\_\_\_ Size \_\_\_\_\_ Rent \$ \_\_\_\_\_ Occupancy Date \_\_\_\_\_

Name \_\_\_\_\_ SS# \_\_\_\_\_ Date of Birth \_\_\_\_\_

Present Address \_\_\_\_\_ Phone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

E-mail address \_\_\_\_\_

Spouse or Co-Applicant's Name \_\_\_\_\_ SS # \_\_\_\_\_

(Spouse or Co-Applicant must complete a separate application)

Please list all persons who will be living in your apartment:

Name	Relationship	Date of Birth
------	--------------	---------------


**RENTAL/MORTGAGE HISTORY** please list your current and two (2) most recent landlords.

1. Your current address \_\_\_\_\_ Apt. # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Monthly Rent \$ \_\_\_\_\_ Residency Beginning \_\_\_\_\_ Ending \_\_\_\_\_

Reason(s) for Moving \_\_\_\_\_

Landlord \_\_\_\_\_ Manager \_\_\_\_\_

Office address \_\_\_\_\_ Office phone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

2. Your rented address \_\_\_\_\_ Apt. # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Monthly Rent \$ \_\_\_\_\_ Residency Beginning \_\_\_\_\_ Ending \_\_\_\_\_

Reason(s) for Moving \_\_\_\_\_

Landlord \_\_\_\_\_ Manager \_\_\_\_\_

Office address \_\_\_\_\_ Office phone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

3. Your rented address \_\_\_\_\_ Apt. # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Monthly Rent \$ \_\_\_\_\_ Residency Beginning \_\_\_\_\_ Ending \_\_\_\_\_

Reason(s) For Moving \_\_\_\_\_

Landlord \_\_\_\_\_ Manager \_\_\_\_\_

Office address \_\_\_\_\_ Office phone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**EMPLOYMENT HISTORY** Please list your two (2) most recent employers.

1. Employed by \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_ Work Phone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Gross Monthly Income \$ \_\_\_\_\_ Employment Beginning \_\_\_\_\_

Ending \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Supervisor's Title \_\_\_\_\_

Reason for Leaving (if no longer employed) \_\_\_\_\_

2. Employed by \_\_\_\_\_ Position \_\_\_\_\_  
 Address \_\_\_\_\_ Work Phone # \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Gross Monthly Income \$ \_\_\_\_\_ Employment Beginning \_\_\_\_\_ Ending \_\_\_\_\_  
 Supervisor's Name \_\_\_\_\_ Supervisor's Title \_\_\_\_\_  
 Reason for Leaving (if no longer employed) \_\_\_\_\_

**INCOME INFORMATION**

Total Gross Monthly Income from all sources including employment income  
 \$ \_\_\_\_\_  
 List other sources and amounts \_\_\_\_\_

**PET INFORMATION**

Are you bringing a pet with you? Yes No If Yes, how many pets \_\_\_\_\_  
 Pet Name: \_\_\_\_\_ Sex: \_\_\_\_\_ Age: \_\_\_\_\_  
 Pet Type: \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_  
 Date of Last Shots: \_\_\_\_\_

**AUTO INFORMATION**

1. Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ License Plate # \_\_\_\_\_ State \_\_\_\_\_  
 2. Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ License Plate # \_\_\_\_\_ State \_\_\_\_\_

**GENERAL INFORMATION**

Have you, your spouse or any other co-applicant or proposed resident:  
 Ever been arrested for or convicted of any offense involving drugs? YES NO  
 Ever been convicted of a felony offense? (exc. minor auto offenses) YES NO  
 (if yes, please explain) \_\_\_\_\_  
 Ever filed for bankruptcy or been declared bankrupt? YES NO  
 Ever failed to satisfy the obligations of a mortgage, equity line of credit,  
 installment loan, student loan, credit card revolving loan? YES NO  
 Within the last 5 years, been evicted or asked to leave your residence? YES NO  
 (if yes, please explain) \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION**

Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Relationship \_\_\_\_\_  
 Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Relationship \_\_\_\_\_

## CONSENT, AUTHORIZATION, RELEASE AND HOLD HARMLESS STATEMENT

Applicant, Applicant's Spouse, and Co-applicants, do hereby consent to and authorize any and all representatives of Main Street Realty, the managing agent for Todd Lofts, to request, to receive, to verify, to provide and to exchange any information regarding the applicants concerned with any and all, but not limited to, the following parties: present and past landlords, present and past employers, credit references from banks and any and all financial sources, credit reporting agencies, and city, county, state and federal law enforcement agencies. I understand that any and all information received, verified, provided and exchanged may be used by Main Street Realty as they shall determine, in their sole discretion, to assist them in reaching a decision as to whether or not this application is accepted or rejected for the premises named herein.

In addition, the applicants concerned unconditionally release and hold harmless any and all, but not limited to, the following parties: present and past landlords, present and past employers, credit references from banks and any and all financial sources, credit reporting agencies, and city, county, state and federal law enforcement agencies and all of their agents, owners, officers, directors, employees, and any other related parties, past or present, that shall request, receive, verify, provide, and exchange any information with Main Street Realty, from and against any and all claims, demands, suits, or expenses arising from or related to the content, validity or handling of said information and application.

The applicants concerned certify that the information contained in this application for lease is accurate, complete, and true. Any variance or omission of information shall result in rejection of this application, and if such variance or omission shall later be discovered, any lease or agreement may be terminated by Main Street Realty. The applicants concerned understand that this is an application for an apartment and does not constitute a lease agreement in whole or part. The applicants concerned agree to execute a one-year lease upon presentation, a copy of which applicants hereby acknowledge that they have reviewed, if and when notified of Main Street Realty acceptance of this application. If for any reason you withdraw your application, your **\$50.00 application fee** (non-refundable) and your **\$200.00 application deposit** will be forfeited in its entirety for a *30 day* apartment reservation, if you have a *45-60 day* reservation the total **\$500 application deposit** will also be forfeited in its entirety as well. In accordance with our policy the First Month Rent and the Security Deposit is due on or before the date of move in/occupancy.

---

Applicant signature

---

Date

**Todd Lofts**

---

Todd Lofts does business in accordance with the Fair Housing Amendments Act of

1988 and the Virginia Fair Housing Law, which specifies that it, is Illegal to discriminate against any person in residential real estate transactions because of race, color, sex, religion, physical or mental handicap, familial status, age or national origin. All lease signers must be at least 18 years or older.

**Application Deposit:**

An *Application Deposit* of \$200.00 is required in order to reserve an apartment. This fee is non-refundable in the event of a cancellation by the applicant. This amount must be paid by money order or teller check. Cash is not accepted. At the time of application approval, this amount will be applied towards the security deposit.

**Security Deposit:**

A *Security Deposit*, starting from \$500.00 is required for Todd Lofts rental. The remainder of the security deposit must be paid in money order or teller check on the day the lease is signed. After you vacate your apartment, your security deposit, in addition with any interest due will be refunded in compliance with the terms of your lease and applicable Virginia Statutes within 45 days of your move out.

**Pets:**

Approved *Pets* are allowed on the property, please ask for details.

**Qualification Procedures:**

Applicants for rental of a dwelling unit are subject to approval as follows:

**Income:** The total gross monthly income(s) of the applicant(s) must be equal or exceed an amount equal to 3 times the rental for that particular dwelling unit.

Apt size	Rental rates	Minimum Income	Maximum Occupants
Studio/1 Bath	From \$850.00	From \$30,600.00	2
1BR/1 Bath	From \$950.00	From \$34,200.00	3
2BR/2 Bath	From \$1350.00	From \$48,600.00	5

**Credit:** Good credit history.

**Rental Record:** A satisfactory reference from previous landlord, i.e., compliance with the requirements of the lease as to payment of the rent and observance of other obligations of the tenant specified therein or verifiable mortgage history with history of satisfactory payments.

All Applicants must supply picture identification and social security card to be copied for file.

**LEASE, RULES AND REGULATIONS**

All applicants must sign a lease and all related rules and regulations before occupancy. We expect full compliance with these documents by all tenants. Copies of these documents may be obtained from the Leasing Center staff upon request.

Thank you for your interest!

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date