

RED CEDAR FLATS

5030 Northwind Drive
East Lansing, MI 48823
Phone: (517) 853-2005
Fax: (517) 853-2006

Dear Applicant:

We sincerely appreciate your interest in our apartments. The first step to making Red Cedar Flats your home is to complete the attached application and return with items listed below. All prospective tenants ages 18 and above must EACH complete an application and be approved. Upon application approval we will notify you and provide an email link for the lease signing.

Return With Application:

- Completed application for each prospective tenant and co-signor.
- If renting WITHOUT a co-signor, the one of the following from each prospective tenant applying:
 - **Approved Credit Report**
- If renting WITH a co-signor, Applicant shall provide the above information (if applicable) and co-signor shall provide:
 - Completed **Rental Application**
 - Completed **Credit Verification Authorization**
- Once approved, to hold the apartment, applicant shall pay a nonrefundable reservation fee in the amount equal to the first month's rent required under the lease. The nonrefundable reservation fee will be applied to the first month's rent due under the lease.

Application Approval Requirements:

- Favorable credit report
- Clear Background check

Lease Signing:

- Lease must be signed (mail or electronically) by approved applicant within 48 hours of being notified or the apartment may be offered to another party and reservation fee forfeited.

I have reviewed this form and understand if my application is approved my reservation fee is non-refundable. The undersigned prospective Tenant/applicant confirms that he/she has reviewed the above information before disclosure of any confidential information. **Electronic Signature Agreement.** By emailing this application, you are signing this Agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement. By emailing this application you consent to be legally bound by this Agreement's terms and conditions.



RENTAL APPLICATION: RED CEDAR FLATS

UNIT TYPE DESIRED:

☐ 1BR ☐ 2 BR ☐ 3 BR ☐ 4 BR ☐ 1ST FLOOR ☐ 2ND FLOOR ☐ 3RD FLOOR OR HIGHER

PERSONAL (Please Print – ALL INFORMATION MUST BE PROVIDED)

DESIRED MOVE IN DATE:

NAME		ARE YOU 18 OR OLDER?		DRIVER'S LICENSE NO.	
HOUSE NUMBER & STREET		BIRTHDATE (FOR CREDIT REPORT)		VEHICLE LICENSE NO.	
P.O. BOX		HOME PHONE		BUSINESS PHONE	
CITY, STATE, ZIP CODE		FORMER NAME, IF APPLICABLE		CELL PHONE	
EMAIL ADDRESS:		HAVE YOU EVER BEEN CONVICTED OF A FELONY?			<input type="checkbox"/> Yes <input type="checkbox"/> No
NAMES OF OTHER OCCUPANTS		UNDER THE AGE OF 18?			

EMPLOYMENT/INCOME

EMPLOYER				TELEPHONE NO.	
STREET ADDRESS			CITY		STATE ZIP
LENGTH OF EMPLOYMENT	POSITION	MONTHLY INCOME	SUPERVISOR		
PREVIOUS EMPLOYER				TELEPHONE NO.	
STREET ADDRESS			CITY		STATE ZIP
LENGTH OF EMPLOYMENT	POSITION	MONTHLY INCOME	SUPERVISOR		

RESIDENTIAL HISTORY

PRESENT LANDLORD		LANDLORD'S STREET ADDRESS			
CITY		STATE	ZIP	TELEPHONE NO.	
IF HOME OWNED, STATE MORTGAGE CO. & LOAN NO.		LENGTH OF OCCUPANCY		REASON FOR LEAVING	
PREVIOUS LANDLORD (IF LESS THAN 5 YEARS AT CURRENT)		LANDLORD'S STREET ADDRESS			
CITY		STATE	ZIP	TELEPHONE NO.	
PREVIOUS RENTAL ADDRESS		LENGTH OF OCCUPANCY		REASON FOR LEAVING	

DO YOU HAVE PETS?

☐ Yes
☐ No

BREED:

ADULT WEIGHT:

BREED:

ADULT WEIGHT:

EMERGENCY CONTACT:

TELEPHONE NO.

HOW DID YOU HEAR ABOUT US?

NOTE TO THE APPLICANT: EACH APPLICANT WILL BE BILLED A \$150.00 PROCESSING FEE AT MOVE IN IF ACCEPTED. EACH ADULT OCCUPANT AND CO-SIGNOR MUST COMPLETE A SEPARATE APPLICATION. UPON SIGNING A RENTAL AGREEMENT, EACH APPLICANT AND GUARANTOR MUST PROVIDE A GOVERNMENT ISSUED PICTURE I.D. FOR LESSOR'S FILE. APPLICANTS UNDERSTAND THAT THIS IS AN APPLICATION ONLY AND DOES NOT ESTABLISH A RENTAL RELATIONSHIP OR ANY RIGHT TO OCCUPANCY NOR DOES A REQUEST FOR A SPECIFIC UNIT TYPE GUARANTEE ITS AVAILABILITY.

RENTAL APPLICATION – RED CEDAR FLATS

All real estate advertised or shown is subject to federal and state fair housing laws that make it illegal to advertise any preference, limitations, or discrimination based on race, color, religion, sex, disability, familial status, age, height, weight, marital status, or national origin, or an intention to make any such preference, limitation or discrimination. Please be informed that all dwellings, rooms and apartments are advertised and available on an equal opportunity basis.

Disclosure Regarding Real Estate Agency Relationships For Rental Property

Before you disclose confidential information to a real estate licensee regarding a real estate transaction, you should understand what type of agency relationship you have with that licensee. As of January 1, 1994, Michigan law requires real estate licensees who are acting as agents of lessors (landlords) or lessees (tenants) of real property to advise the potential lessor or lessees with whom they work of the nature of their agency relationship. A broker or salesperson may function in any of the following capacities:

- * represent the lessor as an authorized lessor's agent or subagent
- * represent the lessee as an authorized lessee's agent or subagent
- * represent both the lessor and lessee as a disclosed dual agent, authorized by the lessor and lessee.
- * represent neither the lessor nor lessee as an agent, but provide services authorized by the lessor or lessee to complete a transaction as a transaction coordinator.

LESSOR'S AGENTS

A lessor's agent, under a property management agreement with the lessor, acts solely on behalf of the lessor. A lessor can authorize a lessor's agent to work with subagents, lessee's agents and/or transaction coordinators. A subagent of the lessor is one who has agreed to work with the lessor's agent, and who, like the lessor's agent, acts solely on behalf of the lessor. Lessor's agents and their subagents will disclose to the lessor known information about the lessee which may be used to benefit the lessor. The duties that a lessor's agent and subagent owe to the lessor include:

- * promoting the best interests of the lessor; * fully disclosing to the lessor all facts that might affect or influence the lessor's decision to accept an offer to lease; * keeping confidential the lessor's motivations for leasing; * disclosing the identities of all lessees and all information about the willingness of those lessees to complete the lease or to offer a higher rate.

LESSEE'S AGENTS

A lessee's agent, under a lessee's agency agreement with the lessee, acts solely on behalf of the lessee. A subagent of the lessee is one who has agreed to work with the lessee's agent and who, like the lessee's agent, acts solely on behalf of the lessee. Lessee's agents and their subagents will disclose to the lessee known information about the lessor which may be used to benefit the lessee. The duties a lessee's agent and subagent owe to the lessee include:

- * promoting the best interest of the lessee; * fully disclosing to the lessee all facts that might affect or influence the lessee's decision to tender and offer to lease; * presenting all offers to lease on behalf of the lessee; * disclosing to the lessee all information about the willingness of the lessor to complete the lease or to accept a lower rate.

DUAL AGENTS

A real estate licensee can be the agent of both the lessor and the lessee in a transaction, but only with the knowledge and informed consent, in writing, of both the lessor and the lessee. In such a dual agency situation, the licensee will not be able to disclose all known information to either the lessor or the lessee. As a dual agent, the licensee will not be able to provide the full range of fiduciary duties to the lessor or the lessee. The obligations of a dual agent are subject to any specific provisions set forth in any agreement between the dual agent, the lessor and the lessee.

Chappelle Development Company and its representatives are acting as agents for the Lessor (Landlord) and not as agents for the Lessee (Tenant). The undersigned Applicant/Lessee confirms that he/she has reviewed the above information before disclosure of any confidential information to Lessor. Electronic Signature Agreement. If you are emailing this application, you are signing this Agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement. By emailing this application you consent to be legally bound by this Agreement's terms and conditions.

Applicant/Lessee: (1) _____ Date: _____



BACKGROUND CHECK INFORMATION

The information requested below is collected solely for the purpose of aiding the Lessor in running a background check in connection with your rental application. The Lessor is requesting that you provide this information to assist in conducting a thorough background check.

First _____ Middle _____ Last Name _____

For identification purposes only: Date of Birth ____/____/____ (Month/Day/Year)

Social Security Number: _____

Driver's License Number: _____ State Issuing License: _____

Enter Any Other Names Used (including maiden name or nickname):

First _____ Middle _____ Last Name _____

First _____ Middle _____ Last Name _____

Addresses within the past seven years:

Present Street Address _____

City _____ State _____ Zip Code _____

Prior Street Address _____

City _____ State _____ Zip Code _____

(from _____ (date) to _____ (date))

Prior Street Address _____

City _____ State _____ Zip Code _____

(from _____ (date) to _____ (date))

APPLICATION EXECUTION AND AUTHORIZATION FOR BACKGROUND CHECKS

I authorize the Lessor to obtain my background reports, including investigative consumer reports. I also agree that a copy of this form is valid like the signed original. I understand that, as allowed by law, the Lessor may rely on this authorization to order additional background reports, including investigative consumer reports, (1) during my tenancy and (2) from companies other than AMRENT without asking me for my authorization again, as allowed by law. I understand the Lessor may order a background report under my legal name and any other names I may have used.

I also authorize the following agencies and entities to disclose to AMRENT and its agents all information about or concerning me, as allowed by law, including but not limited to: my past or present employers; learning institutions, including colleges and universities; law enforcement and all other federal, state and local agencies; federal, state and local courts; the military; credit bureaus; testing facilities; motor vehicle records agencies; if applicable, worker's compensation injuries; all other private and public sector repositories of information; and any other person, landlord, organization, or agency with any information about or concerning me.

The information that can be disclosed to AMRENT and its agents includes, but is not limited to, information concerning my employment history, earnings history, education, credit history, motor vehicle history, criminal history, military service, professional credentials and licenses and substance abuse testing.

Please print your legal name:

First _____ Middle _____ Last Name _____

Signature _____

Date: _____

THE REMAINDER OF THIS DOCUMENT IS INTENTIONALLY LEFT BLANK

RENTAL APPLICATION – RED CEDAR FLATS

All real estate advertised or shown is subject to federal and state fair housing laws that make it illegal to advertise any preference, limitations, or discrimination based on race, color, religion, sex, disability, familial status, age, height, weight, marital status, or national origin, or an intention to make any such preference, limitation or discrimination. Please be informed that all dwellings, rooms and apartments are advertised and available on an equal opportunity basis.

Disclosure Regarding Real Estate Agency Relationships For Rental Property

Before you disclose confidential information to a real estate licensee regarding a real estate transaction, you should understand what type of agency relationship you have with that licensee. As of January 1, 1994, Michigan law requires real estate licensees who are acting as agents of lessors (landlords) or lessees (tenants) of real property to advise the potential lessor or lessees with whom they work of the nature of their agency relationship. A broker or salesperson may function in any of the following capacities:

- * represent the lessor as an authorized lessor's agent or subagent
- * represent the lessee as an authorized lessee's agent or subagent
- * represent both the lessor and lessee as a disclosed dual agent, authorized by the lessor and lessee.
- * represent neither the lessor nor lessee as an agent, but provide services authorized by the lessor or lessee to complete a transaction as a transaction coordinator.

LESSOR'S AGENTS

A lessor's agent, under a property management agreement with the lessor, acts solely on behalf of the lessor. A lessor can authorize a lessor's agent to work with subagents, lessee's agents and/or transaction coordinators. A subagent of the lessor is one who has agreed to work with the lessor's agent, and who, like the lessor's agent, acts solely on behalf of the lessor. Lessor's agents and their subagents will disclose to the lessor known information about the lessee which may be used to benefit the lessor. The duties that a lessor's agent and subagent owe to the lessor include:

- * promoting the best interests of the lessor;
- * fully disclosing to the lessor all facts that might affect or influence the lessor's decision to accept an offer to lease;
- * keeping confidential the lessor's motivations for leasing;
- * disclosing the identities of all lessees and all information about the willingness of those lessees to complete the lease or to offer a higher rate.

LESSEE'S AGENTS

A lessee's agent, under a lessee's agency agreement with the lessee, acts solely on behalf of the lessee. A subagent of the lessee is one who has agreed to work with the lessee's agent and who, like the lessee's agent, acts solely on behalf of the lessee. Lessee's agents and their subagents will disclose to the lessee known information about the lessor which may be used to benefit the lessee. The duties a lessee's agent and subagent owe to the lessee include:

- * promoting the best interest of the lessee;
- * fully disclosing to the lessee all facts that might affect or influence the lessee's decision to tender and offer to lease;
- * presenting all offers to lease on behalf of the lessee;
- * disclosing to the lessee all information about the willingness of the lessor to complete the lease or to accept a lower rate.

DUAL AGENTS

A real estate licensee can be the agent of both the lessor and the lessee in a transaction, but only with the knowledge and informed consent, in writing, of both the lessor and the lessee. In such a dual agency situation, the licensee will not be able to disclose all known information to either the lessor or the lessee. As a dual agent, the licensee will not be able to provide the full range of fiduciary duties to the lessor or the lessee. The obligations of a dual agent are subject to any specific provisions set forth in any agreement between the dual agent, the lessor and the lessee.

Chappelle Development Company and its representatives are acting as agents for the Lessor (Landlord) and not as agents for the Lessee (Tenant). The undersigned Applicant/Lessee confirms that he/she has reviewed the above information before disclosure of any confidential information to Lessor. Electronic Signature Agreement. If you are emailing this application, you are signing this Agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement. By emailing this application you consent to be legally bound by this Agreement's terms and conditions.



BACKGROUND CHECK DISCLOSURE

Lessor (Landlord) or its representatives (referred to as the "Lessor" herein) may order a "consumer report" (a background report) or "investigative consumer report" on you in connection with your rental application, and if you are accepted as a lessee (tenant), or if you already rent from the Lessor, may order additional background reports on you for rental purposes, to the maximum extent permitted by applicable law.

The background check company, AMRENT, INC., will prepare the background report for Lessor. AMRENT can be contacted at AMRENT CONSUMER ASSISTANCE, P O BOX 3027, PITTSBURGH, PA 15230 or by telephone at 888-898-6196 or at the Internet Web site address www.amrent.com. The background report may contain information concerning your character, general reputation, personal characteristics, mode of living, criminal history, and credit standing. An "investigative consumer report" is a background report that includes information from personal interviews. Information may be obtained from private and public sources and for investigative consumer reports from personal interviews as noted above. You may request more information about the nature and scope of an investigative consumer report, if any, by contacting the Lessor.

The Fair Credit Reporting Act gives you specific rights in dealing with consumer reporting agencies. You will find these rights summarized in the document titled A Summary of Your Rights Under the Fair Credit Reporting Act, as provided on subsequent pages.

THE REMAINDER OF THIS DOCUMENT IS INTENTIONALLY LEFT BLANK.
PLEASE PROCEED TO THE NEXT DOCUMENT: THE AUTHORIZATION FOR BACKGROUND CHECKS.

Para informacion en espanol, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-567-8688.
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
1. a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates. b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:	a. Consumer Financial Protection Bureau 1700 G Street, N.W. Washington, DC 20552 b. Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357
2. To the extent not included in item 1 above: a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations d. Federal Credit Unions	a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050 b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480 c. FDIC Consumer Response Center 1100 Walnut Street, Box # 11 Kansas City, MO 64106 d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314
3. Air carriers	Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20590
4. Creditors Subject to the Surface Transportation Board	Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423
5. Creditors Subject to the Packers and Stockyards Act, 1921	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, SW, 8 th Floor Washington, DC 20416
7. Brokers and Dealers	Securities and Exchange Commission 100 F Street, N.E. Washington, DC 20549
8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	FTC Regional Office for region in which the creditor operates or Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357