

Application Criteria for Prospective Residents – Credit & Criminal Screening

Equal Housing: PrimaVera Properties conducts business in accordance with the Fair Housing Act. We do not discriminate on the basis of race, national origin, sex, familial status, marital status, ancestry, sexual orientation, lawful sources of income, disability or handicap, or other basis protected by applicable state or local fair housing laws.

Applicants: Each applicant 18 years of age or older must complete an application and if the application is approved, sign the lease as a leaseholder. Applications are to be completed in full; applications containing false, misleading, or incorrect information will be denied.

Occupancy Limits: No more than (2) individuals per bedroom may occupy an apartment unit.

Qualification Guidelines: All applicants must provide a valid Driver's License, Military ID, Passport or Government Issued photo ID. Applicants must provide applicable documents:

- Proof of Social Security Number
- Proof of Legal Alien Status (valid Permanent Resident Card or Visa) and federally issued ID number, immigration status must be valid to meet or exceed the lease date.

Income/Employment: Each applicant must provide proof of income consisting of four (4) most recent pay stubs, two (2) if paid bi-weekly.

Background Check and Credit Authorization: It is the company's policy to perform one or more reference checks including but not limited to, a Credit Report from a consumer credit reporting agency and a Criminal History Report and/ or a Landlord and Employment History Report.

Your Application for rental may be denied based on the following:

- poor mortgage, rent payment history or previous eviction
- Lack of sufficient income
- Poor credit, lack of credit
- Criminal Record
- False, misleading or incorrect information on application



Cancellation or Denied Applications: Administrative fees are non-refundable. If the application is not approved, the application fee will not be refunded. The company reserves the right to change or modify this policy at any time for any reason.

By signing below, I verify that I have read and understand the criteria from which my application will be processed.

Applicants Signature: _____ Date: _____

Applicants Signature: _____ Date: _____

Application Fee: \$35 single occupancy \$50 double. Payable by money order to: Primavera Communities

Leasing/Property Manager _____

The McFarland ~ Harrisburg
Allison One ~ Harrisburg
Allison Two ~ Harrisburg
Woodlayne ~ Middletown
Albanus ~ Philadelphia
Pinelake ~ Philadelphia
Susquehanna ~ Philadelphia



Glencroft Club ~ Glencroft
Spring Village ~ Sharon Hill
Glenmore Place ~ Clifton Heights
Glenwood Court ~ Clifton Heights
Llanerch Place ~ Drexel Hill
Meadowview ~ Philadelphia
Osborn ~ Philadelphia

Complex: _____ Unit No: _____ Price: _____ Special: _____

Applicants

Applicants Last Name: _____ First: _____ Birth Date: _____

Driver License Number: _____ Social Security Number: _____

Email Address: _____ Phone Number: _____

Co Applicant Last Name: _____ First: _____ Birth Date: _____

Driver License Number: _____ Social Security Number: _____

Email Address: _____ Phone Number: _____

Expected Move in Date: _____

Pets are not allowed on the complex without prior written authorization form the Community Manager

Initial

Our Complexes are smoke free. Smoking in the apartment, hallways and or entrances is prohibited. Smoking is permitted on the balconies and patio, cigarette butts must be properly disposed of.

Initial

Residency

Applicant Full Address _____ Zip Code: _____

How long did you reside there? _____ Own, Rent, Live at home, or other _____

Name and address of Landlord _____

Phone Number to Landlord _____ Monthly Rent Payment _____

Have you ever been evicted? _____ Have you ever been filed against in court? _____

Do you have any criminal activity in your background? _____

Co-Applicant Full Address _____

How long did you reside there? _____ Own, Rent, Live at home, or other _____

Name and address of Landlord _____

Phone Number of Landlord _____ Monthly Rent Payment _____

Have you ever been evicted? _____ have you ever been filed against in court? _____

Employment

Applicants Employer: _____ Supervisors Name & Number: _____

How long have you worked there? _____ Position: _____ Salary: _____

Co- Applicants Employer: _____ Supervisors Name & Number: _____

How long have you worked there? _____ Position: _____ Salary: _____

Additional Income:

Source: _____ Amount: _____ How Often? _____

Source: _____ Amount: _____ How Often? _____

Vehicles

Number of vehicles that will be on the property: _____ Are registration & Inspection tags current _____

Year/make/Model _____ Color: _____

Year/make/Model _____ Color: _____

Occupants

Total # of Occupants to stay in the unit: _____ Relationship: _____

Name: _____ Name: _____ Name: _____

Name: _____

Emergency Contact

In case of an emergency call: _____ Relationship: _____

Phone number to Emergency Contact: _____

Background

Have you ever been convicted of a misdemeanor or felony? YES NO If yes, how long ago _____

Have you ever been convicted of sex offense or domestic violence? YES NO If yes, how long ago _____

If yes to either question please describe: _____

How did you hear about us? _____

I, hereby represent that the information I have promised in this application is true. I authorize the landlord and its agents to verify me credit, employment, salary, other income, and rental history. I understand my credit, income history, and my references must be acceptable to landlord before my tenancy will be considered. I understand the information on this form may be provided to others as part of the verification process and if I rent the unit the information may be maintained in a tenant database for up to 5 (five) years after I vacate the premises. I understand my application fee is non-refundable.

Applicant: _____ Date: _____

Applicant: _____ Date: _____

Applicant: _____ Date: _____

Application Fee: \$35.00 SINGLE occupancy \$50.00 DOUBLE occupancy

Consumer Discloser Statement

Primavera Communities, hereby states that with respect to this property
Primavera Properties dba

Glenmore Place Apartments	Glencroft Club Apartments
Llanerch Place Apartments	Osborn Apartments
McFarland Apartments	Meadowview Apartments
Spring Village Apartments	Woodlayne Court Apartments
Glenwood Court Apartments	Albanus & Rockland

I, _____ am acting as the agent of the owner/landlord pursuant to a property management or exclusive listing agreement.

Agent for the Landlord

Corporate Office: *Spring Village* ~ 601 Poplar Street – E-02 ~ Sharon Hill, Pa 19079 ~ 610.583.2002

***Glenmore Place* ~ 312 E Baltimore Ave – S-04 ~ Clifton Heights, Pa 19018 ~ 484-424-0288**

***Llanerch Place* ~ 3200 Township Line Rd – W-027~ Drexil Hill, PA 19026 ~ 484-424-0288**

***Woodlayne Court* ~ 149 Wilson Street ~ Middletown, Pa 17157 ~ 717.236.4744**

PLEASE FAX BACK COMPLETED APPLICATION TO: 732-414-1461