



# SouthGate

## PROPERTY MANAGEMENT

755 Mormon Trek Blvd • P.O. Box 1907 • Iowa City, IA 52244-1907  
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**For Office Use Only**

Date Received: \_\_\_\_\_ Recv'd By: \_\_\_\_\_

App Fee Paid? **Y / N** Check # \_\_\_\_\_ M.O. \_\_\_\_\_

Address: \_\_\_\_\_

### APPLICATION FOR TENANCY

**NO SMOKING & NO PETS**

**Each prospective tenant 18 years of age and older must complete an application, provide a valid photo ID, and pay a \$30.00 application fee** (Personal/cashier's check or money order only, SouthGate does not accept cash payments).

**We reserve the right to require an approved guarantor and/or double deposit.**

**Any false information provided may result in immediate disqualification.**

**Application is good for 30 days after date received.**

**PLEASE PRINT CLEARLY**

Date(s) Visited: \_\_\_\_\_ Leasing Agent: \_\_\_\_\_

Location(s) Preferred: \_\_\_\_\_ Expected Move-in Date: \_\_\_\_\_

**Personal Information:**

Legal Name of Applicant: (First) \_\_\_\_\_ (Middle) \_\_\_\_\_ (Last) \_\_\_\_\_ (Suffix) \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: (mo) \_\_\_\_\_ (day) \_\_\_\_\_ (yr) \_\_\_\_\_

Driver's License/State ID/Gov't Issued ID Number: \_\_\_\_\_ State Issued: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Will anyone be living with you? **YES NO** (Each adult needs to complete an application and pay a \$25.00 fee)

If yes, please list names of Adults (18+): \_\_\_\_\_

Children (Names and Ages): \_\_\_\_\_

**Employment Information (or source of income):**

Current Employer's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Employment Date: From: (mo) \_\_\_\_\_ (yr) \_\_\_\_\_ To: (mo) \_\_\_\_\_ (yr) \_\_\_\_\_ Position: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Approx. Monthly Income: \$ \_\_\_\_\_

Previous Employer's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Employment Date: From: (mo) \_\_\_\_\_ (yr) \_\_\_\_\_ To: (mo) \_\_\_\_\_ (yr) \_\_\_\_\_ Position: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Approx. Monthly Income: \$ \_\_\_\_\_

Additional Income: \_\_\_\_\_ Approx. Monthly Amount: \$ \_\_\_\_\_

**We require two Landlord references (if applicable) & your current and previous addresses:**

Your Current Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Dates at this address? From: (mo) \_\_\_\_\_ (yr) \_\_\_\_\_ To: (mo) \_\_\_\_\_ (yr) \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_

Current Landlord: \_\_\_\_\_ Landlord's Phone #: \_\_\_\_\_

Reason for moving: \_\_\_\_\_

Your Previous Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Dates at this address? From: (mo) \_\_\_\_\_ (yr) \_\_\_\_\_ To: (mo) \_\_\_\_\_ (yr) \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_

Previous Landlord: \_\_\_\_\_ Landlord's Phone #: \_\_\_\_\_

Reason for moving: \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Non-Relative References:**

Reference: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Address: \_\_\_\_\_

**Emergency Contact:**

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Are you able to meet the conditions of tenancy that apply to all tenants? If no, who assists you? Name: _____ Program: _____ Phone: _____	<b>YES</b>	<b>NO</b>
Have you ever rented from or lived with SouthGate Property Management? If yes: Address _____ Dates _____	<b>YES</b>	<b>NO</b>
Are you on Section 8 Housing? If yes, how long on the program? _____ Name of caseworker: _____	<b>YES</b>	<b>NO</b>
Are you 18 years of age or older? If no, responsible Guarantor: Name: _____ Relationship: _____ Address: _____ Phone: _____	<b>YES</b>	<b>NO</b>
Rent payments ever been late?	<b>YES</b>	<b>NO</b>
Do you smoke?	<b>YES</b>	<b>NO</b>
Ever been evicted?	<b>YES</b>	<b>NO</b>
Ever been convicted of or pleaded guilty or "no contest" to a felony?	<b>YES</b>	<b>NO</b>
Ever been convicted of illegal manufacture/distribution of controlled substance?	<b>YES</b>	<b>NO</b>

**\*If yes to any of the above questions, please write an explanation in the Applicant Comments section at the bottom of this page.**

No persons other than those specifically named on this application will be permitted to occupy the dwelling without the written permission of the Landlord. Acceptance of this application by the Landlord is the Applicant's notice to the Landlord of Applicant's interest in renting the dwelling, and gives Landlord permission to check Applicant's references and obtain a credit report in Applicant's name. This shall not constitute a completed agreement to rent the premises. I hereby authorize the release of any information regarding my employment, residence, credit, and/or criminal history from a law enforcement agency to SouthGate Property Management, L.L.C. and or Tenant Data Services, Inc.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**How did you hear about us?** www.SouthGateCo.com • Phone Book • Newspaper: \_\_\_\_\_  
SouthGate Tenant/Friend • Sign • Facebook • Internet Search: \_\_\_\_\_ • Other: \_\_\_\_\_

Applicant Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

