

# J & C Management

PARLMONT PARK BLDG. #10  
NORTH BILLERICA, MASSACHUSETTS 01862  
PHONE: (978) 667-0751 FAX: (978) 663-7597

AMSI# \_\_\_\_\_

Date: \_\_\_\_\_ Type of Apt. Wanted: \_\_\_\_\_ Total # Persons to Occupy Apt.: \_\_\_\_\_ Desired Occupancy Date: \_\_\_\_\_

**APPLICANT's** Name \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_

May we contact you? \_\_\_\_\_ Yes, by phone and mail is okay. \_\_\_\_\_ By phone only, please.  
\_\_\_\_\_ No, please do not contact me. \_\_\_\_\_ By mail only, please.

E-mail Address \_\_\_\_\_ Driver's license # \_\_\_\_\_ State \_\_\_\_\_

Address: Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Present Landlord: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ How Long? \_\_\_\_\_

I currently OWN / RENT. Reason Moving? \_\_\_\_\_ May We Contact Landlord? YES / NO Current Monthly Amount? \_\_\_\_\_

Employer: \_\_\_\_\_ How Long? \_\_\_\_\_ Work Phone (\_\_\_\_) \_\_\_\_\_

Employer's Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Position: \_\_\_\_\_ Salary\* \_\_\_\_\_ Per \_\_\_\_\_

For employment verification, contact \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Other Source of Income: \_\_\_\_\_ Amount: \_\_\_\_\_ Per \_\_\_\_\_

## Do you have a legal right to be in the United States?

\_\_\_ YES, because I am a United States citizen.

\_\_\_ YES, because I have valid documentation from the Bureau of Citizenship and Immigration Service (formerly the U.S. Dept of Immigration and Naturalization). Reason you are in the U. S. \_\_\_\_\_; Visa Type: \_\_\_\_\_; Visa Expiration .Date: \_\_\_\_\_

\_\_\_ NO

**CO-APPLICANT's** Name \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_

May we contact you? \_\_\_\_\_ Yes, by phone and mail is okay. \_\_\_\_\_ By phone only, please.  
\_\_\_\_\_ No, please do not contact me. \_\_\_\_\_ By mail only, please.

E-mail Address \_\_\_\_\_ Driver's license # \_\_\_\_\_ State \_\_\_\_\_

Address: Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Present Landlord: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ How Long? \_\_\_\_\_

I currently OWN / RENT. Reason Moving? \_\_\_\_\_ May We Contact Landlord? YES / NO Current Monthly Amount? \_\_\_\_\_

Employer: \_\_\_\_\_ How Long? \_\_\_\_\_ Work Phone (\_\_\_\_) \_\_\_\_\_

Employer's Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Position: \_\_\_\_\_ Salary\* \_\_\_\_\_ Per \_\_\_\_\_

For employment verification, contact \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Other Source of Income: \_\_\_\_\_ Amount: \_\_\_\_\_ Per \_\_\_\_\_

## Do you have a legal right to be in the United States?

\_\_\_ YES, because I am a United States citizen.

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\_\_\_ NO

## CRIMINAL HISTORY

**App. Co-App.**

1. Have you ever been convicted or pleaded guilty of "no contest" to a felony (whether or not resulting in a conviction)? YES / NO YES / NO

2. Have you ever been convicted or pleaded guilty of "no contest" to a misdemeanor involving sexual misconduct (whether or not resulting in a conviction) ? YES / NO YES / NO

**VEHICLES:** Please list: Year, Make, Model, Color, License Plate #, Monthly Payment Amount?

#1 \_\_\_\_\_ #2 \_\_\_\_\_

\* **Income requirements: All Applicants are screened by the Real Page Screening Model.**

**RENTAL POLICY**

A deposit of 1/2 of the 1st month's rent is required to hold an apartment until the occupancy date. Also required is an application fee of \$25 per person to be listed on the Tenancy-at-Will. **Please note that all adults who will be residing in the apartment must apply and sign our Tenancy-at-Will Agreement.** The application fee will be paid by a separate check payable to J & C Management . Both the deposit and the application fee will be applied to the 1st month's rent. In the event that you do not move in, the application fee will be forfeited, and the deposit may be forfeited if the apartment you choose cannot be rented on the occupancy date you have chosen.

A check or money order in the amount of the balance of the 1st month's rent, security deposit and a \$25 key deposit are due and payable on the 1st day of rental. Cash cannot be accepted. Rent is due in advance on or before the 1st day of each month.

Sixty (60) Day Tenancy at Will: Rental period shall commence on the 1st day of each month and end sixty (60) days from that day. Tenancy may be terminated by written notice given by either party to the other, before the 1st day of any rental period, and shall be effective on the last day of that rental period.

For all Tenancies at Will which terminate sooner than twelve months after the move-in date, an **Administrative Fee** will be charged in accordance with the terms of the Tenancy-at-Will.

**Only registered residents may reside at this community. No subletting is allowed.  
Any change of occupancy status must first be approved by our office.  
Guests are permitted for a maximum of one week. Any resident wishing to have a guest stay longer must first register that guest with the office.**

- PETS:** No cats, dogs, or other pets are to be kept in the apartment.
- MOTORCYCLES:** Motorcycles & Motorbikes are not allowed on the premises.
- GRILLS/HIBACHIS:** Gas & Electric Grills, Hibachis, barbecues, of any kind are not allowed on the balconies and patios.

I hereby make application for an apartment and certify that this information is correct and I am eighteen years of age or older by initialing here \_\_\_\_\_. I authorize you to contact any employment, rental and credit references I have listed. I understand that J & C Management will be requesting and receiving a credit report. All applicants are screened by the Real Page Screening Model. If adverse information is received, the applicant will receive the deposit back. The application fee will be used for processing the application.

<u>APARTMENT TYPE</u>	<u>PRICES (SUBJECT TO CHANGE)</u>
Studio	\$ 825.00
One Bedroom	975.00
with Balcony	1,025.00
Two Bedroom, Bldg. 1	1,105.00
Bldgs. 2 - 9	1,125.00
with Balcony	1,175.00
with Double Balcony	1,200.00

**RENT INCLUDES: Bldgs. 2-9 - Heat, Hot Water, & Gas for Cooking - Bldg.1, Only - Heat, Hot Water, & Balcony**

How did you hear about us?\_\_\_\_\_

Applicant's Signature\_\_\_\_\_

Co-Applicant's Signature\_\_\_\_\_

**NOTICE: By signing this application, you declare that all of your responses are true and complete and authorize owner to verify this information. Any false statement on this application can lead to rejection of your application or immediate termination of your Tenancy at Will.**