

EMPLOYMENT & INCOME INFORMATION

Employer Name _____
Employer Address _____
Employer Telephone No. _____
Monthly Income \$ _____
Other Monthly Income \$ _____
Source _____

FOR OFFICE USE ONLY

If you have a checking account, at what bank _____, Branch _____

If you have a savings account, at what bank _____, Branch _____

The following information is required for statistical purposes so the Department of HUD may determine the degree to which its programs are utilized by minority families.

RACIAL GROUP IDENTIFICATION OF HEAD OF HOUSEHOLD (Used for statistical purposes only).

_____ White _____ Black _____ American Indian _____ Spanish American
_____ Oriental (Japanese, Korean, Chinese, Filipino) _____ Other

Do you have a conviction or arrest record? _____

ALL APPLICATION INFORMATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

Signature of Head of the Household _____ Date _____

Signature of Spouse or Co-tenant _____ Date _____

WARNING: Section 1001 of Title 18 of the U.S. Code makes it a criminal offense to make willful false statements of misrepresentation to any Department or Agency of the U.S. as to any matter within its jurisdiction.

Heritage Suites

2200 Prospect Avenue ~ Cleveland, Ohio 44115 ~ 216-678-0322

AUTHORIZATION FOR RELEASE OF INFORMATION

Purpose: The Heritage Suites/ MJM Management Company may use this authorization and the information obtained with it, to administer and enforce rules and policies related to the rental of property owned and/or managed by the above named organization.

Authorization: I authorize the above named organization to obtain information about me that is pertinent to the rental of property owned and/or managed by the organization.

INFORMATION COVERED- INQUIRES MAY BE MADE ABOUT:

Credit History
Employment/ Income
Family Composition

Criminal Record Activity
Residences and Rental History
Social Security Numbers

INDIVIDUALS / ORGANIZATIONS THAT MAY RELEASE INFORMATION:

Any individual or organization including any governmental organization may be asked to release information. For example, information may be requested from:

Banks and other Financial Institutions
Courts
Law Enforcement Agencies
Credit Bureaus
Employers, Present and Past

Schools and Colleges
U.S. Social Security Administration
U.S. Department of Veterans Affairs
Utility Companies
Landlords

Conditions: I agree that the photocopies of this authorization may be used for the purposes stated above. If I do not sign this authorization, I understand I may be denied occupancy of rental property owned and/or managed by Heritage Suites/ MJM Management Company.

Signature, Head of Household

Date

Signature/ Co-Tenant

Date

Heritage Suites Questionnaire

Please provide the following information so that we may further assist you.

Personal Information

Date: _____

Name(s): _____

Present Address: _____

City/State: _____ Zip: _____

Home Phone: () _____ Cell Phone: () _____

Email: _____

Are you a student? YES NO

Why are you moving?: _____

Apartment Information

Lease desired: _____ 6 months
_____ 12 months

Size of apartment needed: _____ # of people? _____

Date of move-in ? _____ Price range? _____

Are you prepared to put down a deposit today? YES NO

How did you hear about us? _____

Did you call before you visited us? YES NO

Heritage Suites conducts background checks to determine applicant's eligibility according to guidelines set by the management company which are as follows:

- 1) Verifiable income of \$1,200.00-\$1,400.00/month.
- 2) Satisfactory Credit & Criminal history.
- 3) Favorable Landlord references.

Applicant Signature

MJM Representative