



Morleigh, Inc.

PO Box 80405
Lansing, MI 48908
www.morleighinc.com

Morleigh Rental Application

Please Read Before Applying

There is a \$35.00 non-refundable application fee. Applications will not be processed until the application is complete and the application fee has been paid. Each person living in the apartment over 18 must complete a separate application. Call our office before applying for any property to verify that we have units currently available to rent. Applicants must make at least three times the rent. We check all applications' credit history, criminal background, rental history, and income verification. If you have any questions regarding our qualifications or application process, please contact our leasing office at 517-579-4934.

Property/Apartment Complex

What property are you applying for? _____

Desired move-in date: _____

Number of Bedrooms (Studio, 1 Bedroom, 2 Bedroom): _____

Have you spoken with a leasing agent to verify there is availability at the property you are applying for?
Yes or No

Tenant Information

First Name:	
Middle Name:	
Last Name:	
Date of Birth:	
Social Security Number:	
Phone Number:	
Email:	

Current Residence

Street Address:	
Apartment #:	
City:	
State:	
Zip Code:	

Other Occupants

How many total occupants will be living in the unit/apartment? _____

Anyone over the age of 18 must fill out a separate application.

Additional Occupant #1

Full Name:	
Date of Birth:	
Relation to Applicant:	

Additional Occupant #2

Full Name:	
Date of Birth:	
Relation to Applicant:	

Additional Occupant #3

Full Name:	
Date of Birth:	
Relation to Applicant:	

Pets

Call our office before applying to verify that the property you are applying for accepts pets.

***There is an upfront \$150.00 one-time/non-refundable pet fee and an additional monthly fee of \$25.00 for cats and \$35.00 for dogs (if applicable).**

***Proof of current vaccinations is required and must be provided to our leasing staff before your move-in date.**

-Canine Vaccine Requirements: Canine Distemper, Parvo, and Rabies (Veterinary Proof is REQUIRED).

-Feline Vaccine Requirements: Feline Distemper and Rabies (Veterinary Proof is REQUIRED).

To view our pet policies online, visit www.morleighinc.com and click on the Resident Resources Tab.

Do you have a pet?	
What type of pet?	
How many pets?	

Pet #1

Pet Name:	
Breed:	
Color:	
Weight:	
Age:	

Pet #2

Pet Name:	
Breed:	
Color:	
Weight:	
Age:	

Income

The minimum monthly gross income requirement is 3 times the rent.

Do you currently make at least 3 times the monthly rent? **Yes or No**

What is your gross monthly income before taxes? \$ _____

Current Employer:	
Job Title:	
Start Date:	
Address:	
Phone:	
Supervisor:	

Previous Employer:	
Yearly Salary:	
Job Title:	
Start Date:	
Address:	
Phone:	
Supervisor:	

Other Sources of Income

Income (other) _____ Amount received monthly \$ _____

Income (other) _____ Amount received monthly \$ _____

Rental History

Monthly Rent \$	
Name of Landlord:	
Landlord Phone:	
Street Address:	
Apartment #:	
City:	
State:	
Zip Code:	

Are you currently living at this address? **Yes or No**

Reason for leaving? _____

Previous Residence

Monthly Rent \$	
Name of Landlord:	

Landlord Phone:	
Street Address:	
Apartment #:	
City:	
State:	
Zip Code:	

Reason for leaving? _____

Additional Information

Have you ever declared bankruptcy? **Yes or No**

Have you ever been evicted? **Yes or No**

Do you smoke? **Yes or No**

Have you ever been convicted of a felony? **Yes or No**

If yes, please explain: _____

Emergency Contact Information

First and Last Name:	
Phone:	
Address:	
Relationship to Applicant:	

Referral

If you were referred to our company by a current resident, please list their first and last name.

First Name:	
Last Name:	
Phone Number:	

Note:

If you are applying for **Midtown Apartments located at 222 W. Kalamazoo Street**, please note the following. This building was built in the 1920s and does not have a modern climate control system. The heating system is radiant steam heat. When the heat turns on, the pipes can make a rattling and clanging noise from time to time. If these types of noise irregularities would disturb you, please do NOT apply for this building.

Application Requirements

There is a \$35.00 non-refundable application fee. Applications will not be processed until the application is complete and the application fee has been paid.

Each person living in an apartment over 18 must complete a separate application.

Call our office before applying for any property to verify that we have units currently available to rent.

Minimum Income Requirement –Gross Monthly Income of 3 times the rent. Proof of income is required.

Morleigh Inc. checks every applicant's credit history, criminal background, rental history, and income verification.

If you have a pet, you must call our office to verify that the property you are applying for accepts pets. Call the leasing office before applying if you have questions regarding our pet policies, procedures, or additional fees.

Morleigh Inc. uses electronic communication to contact applicants and tenants via call, voicemail, text message, email, and any other form(s) of electronic communication.

Questions

If you have any questions regarding our qualifications or application process, please contact our leasing office at 517-579-4934 before submitting this application.

- By checking this box applicant(s) hereby consent to allow the owner, manager, or his/her/their agent (hereinafter "Landlord") to obtain credit information, criminal history, rental history and related information regarding the applicant(s) for the purpose of determining whether or not to enter into a lease with the applicant(s). Applicant(s) understand that Landlord shall have a continuing right to review applicant's credit information, rental application, payment history, occupancy history, criminal background history and related information for account review purposes and for improving application methods. I hereby expressly release Morleigh Inc and any procurer or furnisher of information for any liability what-so-ever in the use, procurement, or furnishing of such information, and understand that my application information may be provided to various local/state and/or federal government agencies including without limitation various law enforcement agencies.

- By checking this box applicant(s) hereby declares that all information provided on this Rental Application is complete, true, and correct to the best of his/her/their knowledge. Applicant(s) hereby authorizes the owner, manager, or his/her/their agent (hereinafter "Landlord") to verify any information at any time contained in this application, including but not limited to, verification of current residency and employment. This application is for preliminary screening use only and does not obligate Landlord to execute a rental agreement or deliver possession of the premises. Applicant(s) further acknowledges that any false or fraudulent information contained herein will void this application and terminate any rental agreement.

Authorization

I have read and agreed to the terms of this application. By signing below, you agree to and understand the application requirements.

Signature: _____ **Date:** _____