APC RENTALS \_\_\_\_1B1B \_\_\_\_Upstairs

PO BOX 1046 \_\_\_\_2B1B \_\_\_\_Downstairs

COVINGTON, TN 38019 \_\_\_\_2B2B \_\_\_\_First Available

EMAIL: manager@apcrentals.com

TENANT APPLICATION

Tenant Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SS#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Phone # where we can contact you: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CO-tenant** Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SS # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Present Landlord**- Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

How long: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Rent amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Employer:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

How long: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Net income: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other source of income: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This application is for a 1-year term lease. A six-month lease will be an additional $50.00 added to regular rent cost each month.

I\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ authorize APC Rentals to run my credit for the purpose of a rental application filed with APC Rentals. (This may be run anytime I become late during my rental period.)

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver’s License Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List all active credit acts and credit cards:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(CO-Tenants must complete this form also)

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Co-Tenant signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

APC RENTALS

P.O. BOX 1046

COVINGTON, TN. 38019

**MALLARD COVE RULES AND REGULATIONS**

\*\*RULES AND REGULATIONS ARE PROVIDED AS PART OF YOUR LEASE. \*\*

1. **RENTALS PAYMENT**- All rental payments are due and payable on the first day of each month. All unpaid rents will be subject to a 10% late charge, if paid after the 10th of each month. Rents should be paid by check or money order. If a rent check is returned for insufficient funds, the tenant will be allowed three days to redeem the sum and shall be charged a “bad check” fee of $30.00. If such redemption is not made before the 10th, the late charge is also applicable. After this date, proper steps will be taken to prosecute and collect in accordance with State Law and the eviction process will be started.
2. **MAINTANCE REQUEST** - Routine maintenance should be requested by contacting Gina Cousar at 901-313-9464. **EMERGENCY ONLY AFTER HOURS** 901-484-9968. Routine maintenance of equipment will be conducted in accordance to the manufacture’s recommendations.
3. **APARTMENT INSPECTIONS** - Apartment inspections will be conducted semi-annually. You will be notified two days in advance.
4. **TENANT COMPLAINTS** - All complaints other than maintance should be provided to Christine LaPorte, Property Manager 901-837-0357. Complaints should be held to a minimum.
5. **NOTICE TO VACATE UNIT** - All notices to vacate should be made 30 days in advance and should be filed in writing.
6. **GUEST** – manager should be notified of any person (s) making recurring visits or one continuous visit of 14 days and nights in a 45-day period.
7. **PARKING**– You will have one covered parking space assigned to your apartment. If you have more than one vehicle, you may park the other (s) in the uncovered parking spaces in the middle of the parking lot. Parking or storage of boats, trailers, or commercial vehicles is prohibited. Emergency repairs of automobiles are permitted, all other repair is prohibited. Violation of the parking rules will result in management having such vehicles towed at owners’ expense.
8. **MOVING** – Moving in or out should be accomplished during day light hours and coordinated with resident manager. The tenant will be responsible for any damages caused to the complex when moving.
9. **PETS**– Each resident is allowed one dog (45 pounds max) or two cats. There is a $500.00 non- refundable pet deposit for each animal.
10. **OCCUPANCY RESTRICTIONS** – The occupancy guidelines are as follows: One bedroom- Maximum 2 persons, Two bedrooms – Maximum 4 persons.
11. **STORAGE**– Storage in hallways, entranceways, or on sidewalks, patios, or balconies is STRICTLY prohibited. Storage within the apartment should be restricted to non-flammable substance.
12. **PROJECT UPKEEP** – Tenants will be responsible for litter thrown on grounds or in building corridor’s, hallway’s, etc.
13. **DOOR LOCKS** – The units are provided with deadbolt locks for your safety. Changes or additional locks may be placed on the doors only with the written consent of the Resident MGR. with tenant responsible for the cost. If you request the Resident MGR to unlock you unit for reasons of lost or misplaced keys, a $20.00 fee must be paid at the time of service.
14. **WATERBEDS**– are NOT allowed.
15. **BUSINESS**– No business shall be operated from any apartment by a tenant.
16. **CAR WASHING** – The washing of automobiles on the premises is prohibited.
17. **GRILLING** – Tenants are not allowed to grill on balconies, patios, or in breezeways. Any tenant wishing to grill can use the gas grills provide near the picnic area. Necessary action will be taken toward any tenant found in violation of this policy.
18. **REFUSE DISPOSAL** – Facilities on our site are for you use and convenience. Kitchen and other refuse should be disposed daily.
19. **POOL**- Tenant agrees to abide by all written and / posted rules.
20. **LIGHT BULBS** - The resident will supply at their own expense all electric light bulbs replacements during the period of occupancy.
21. **APARTMENT UP KEEP** – No resident, their employees or agents, shall mark, paint, drill or in any way deface any wall, ceilings, partitions, floors, wood, stone, or iron work.
22. **PEST CONTROL** – management will contract with a State Approved Pest Control Company to spray the apartments on a quarterly basis.
23. **MAILBOXES** – Tenant will be issued a mail box key. If tenant loses or misplaces this key, he or she will be responsible for paying the locksmith’s fee to re-key and make a new one.

\*\*\*\*I have read the sections entitle “Rules and Regulations” and agree to abide by its covenants. I understand my failure to abide by these rules could result in eviction.

Leaser Date

Co-Leaser Date

PET AGREEMENT

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This agreement is attached to and forms a part of the Rental Agreement dated

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_between APC Rentals,

landlord, and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Tenant.

The tenant desires to keep the following described pet, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, in the dwelling they occupy under the Rental Agreement referred to above. As this agreement specifically prohibits keeping pets without the Landlord’s permission, the agree to the following terms and conditions in exchange for permission being granted.

1. Tenant agrees to keep their pet under control at all times.
2. Tenant agrees to keep their pet restrained, but not tethered, when it is outside their dwelling.
3. Tenant agrees to adhere to local ordinances, including leash, licensing and vaccination requirements.
4. Tenant agrees not to leave their pet and unattended for unreasonable periods.
5. Tenant agree to clean up after their pet and to dispose of their pet’s waste properly and quickly.
6. Tenant agrees not to leave food or water for their pet or any other animal outside their dwelling where it may attract other animals.
7. Tenant agrees to keep their pet from being unnecessarily noisy or aggressive or causing and annoyance or discomfort to others and will remedy any complaints made through the Resident Manager immediately.
8. Tenant agrees to provide their pet with an identification tag.
9. Tenant must pay to the Landlord a **$500.00** pet deposit to be held and disbursed for pet damages to the premises. The pet deposit is **NON-REFUNDABLE**. If the cost repair damages caused by the pet exceeds the amount of the deposit, then the Tenant will be responsible for the FULL cost to repair damages caused by the pet.
10. Tenant agrees that this agreement applies only to the specific pet described above and that no other pet may be substituted.
11. No other pets are allowed without the prior consent of the Landlord.
12. Tenant is responsible for any pet violation fees that may be charged by the HOA or other authorities.
13. Tenant agrees that the Landlord reserves the right to revoke permission to keep the pet should this agreement be violated in any way.

Landlord\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tenant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

APC RENTALS

PO BOX 1046

COVINGTON, TN 38019

901-476-2382

TO: MALLARD COVE TENANTS

RE: MALLARD COVE POOL RULES & REGULATIONS

DEAR TENANT,

IN ORDER TO PROVIDE YOU A SAFE, CLEAN SWIMMING POOL TO ENJOY FOR THE SUMMER, PLEASE NOTE THE FOLLOWING RULES AND CHANGES.

1. PLEASE BE AWARE OF POOL RULES & REGULATIONS POSTED AROUND POOL FENCE.
2. THE MALLARD COVE POOL IS FOR TENTANTS AND THEIR GUEST ONLY. TENANTS MUST BE PRESENT WHILE GUEST ARE SWIMMING, IF NOT, GUEST WILL BE ASKED TO LEAVE.
3. IF YOU NOTICE ANY UNFAMILIAR SWIMMERS, PLEASE CONTACT MY OFFICE, THEY WILL BE ASKED TO LEAVE.
4. PLEASE LEAVE THE SAFETY DEVICES ALONE! THEY ARE NOT TO PLAY WITH; THEY ARE FOR EMERGENCY USE ONLY.
5. WHEN YOU LEAVE THE POOL AREA, TAKE WHAT YOU BROUGHT WITH YOU, ANYTHING LEFT OVERNIGHT AT THE POOL AREA WILL BE THROWN AWAY.
6. NO FOOD, BEVERAGES OR SMOKING ALLOWED IN THE POOL AREA.
7. DO NOT BRING ANYTHING MADE OF GLASS INTO THE POOL AREA THIS IS A SAFETY HAZARD.
8. PLEASE WATCH YOUR CHILDREN! NO PERSON UNDER THE AGE OF 18 IS ALLOWED WITHOUT ADULT SUPERVISION, THE ADULT MUST BE PRESENT AT ALL TIMES.

LEASSEE DATE

THIS IS YOUR POOL, PLEASE HELP KEEP IT SAFE & CLEAN!