

RAMP CREEK

Community & Sales

1100 Thornwood Dr. OFC ▲ Heath, OH 43056

Phone: (740) 522-0660 ▲ Fax: (740) 522-0702

Email: Info@rampcreek.com ▲ Website: www.Rampcreek.com

Dear Potential Resident(s),

We would like to take this opportunity to thank you for your interest in Ramp Creek Community!

Attached is a copy of our Tenant Selection Guidelines and our Rental Application. In order to process your completed application, it is imperative that you bring the following items with you when you return this application (applications will not be processed until all pertinent information is received):

- Application fee of \$35.00 per any adult applicant (over the age of 18). (Check or Money Order only – NO CASH is accepted).
- Proof of income for the last 30 days for any adult applicant(s).
- A copy of a valid Driver's License or State ID for each adult.
- If you have a pet or pets in your household, please bring their information and Veterinary information. We will be happy to assist you with information regarding our pet guidelines.

Office hours are Monday – Friday 9:00 am – 5:00 pm, and Saturdays by appointment only.

We look forward to helping assist you with your housing needs and answering any questions you may have!

Sincerely,

Staff of Ramp Creek Community and Sales



**Ramp Creek Community
Ramp Creek III, Ltd.
740-522-0660**

Office Use Only:
Lot #: _____
Date Rec'd: _____
Time: _____

Rental Application

NOTICE: The policy of this Complex, and the Management Agent for this Community, is to conduct business in accordance with the applicable fair housing laws. We do not discriminate against any person because of race, color, national origin, familial status, religion, handicap, or sex. We are an equal housing opportunity provider.

APPLICANT: Before we can process your rental application, it is necessary that you provide accurate names, phone numbers, addresses, Social Security numbers, income/assets information, and a copy of a valid photo ID.

There is a \$35.00 application fee per adult, which is non-refundable.

(Payable by check or Money Order only. NO CASH)

TENANT SELECTION STANDARDS: The following general screening criteria, in no specific order, will be applied uniformly to all applicants and will be the basis of final acceptance of the application:

- Financial ability (Income)
- Background check
- Credit report
- Personal references
- Comments from present & previous landlords.

TODAYS DATE: _____

APPLICANT'S NAME _____

SOCIAL SECURITY NUMBER: _____ **DATE OF BIRTH:** _____

CO-APPLICANT'S NAME: _____

SOCIAL SECURITY NUMBER: _____ **DATE OF BIRTH:** _____

CHILD'S NAME _____ **D.O.B.** _____ **M/F** **Over 18Yrs? YES / NO**

CHILD'S NAME _____ **D.O.B.** _____ **M/F** **Over 18Yrs? YES / NO**

CHILD'S NAME _____ **D.O.B.** _____ **M/F** **Over 18Yrs? YES / NO**

CHILD'S NAME _____ **D.O.B.** _____ **M/F** **Over 18Yrs? YES / NO**

DO YOU HAVE PETS? YES / NO

BRIEFLY DESCRIBE YOUR ANIMALS, THEIR BREED AND WEIGHT:

HOW DID YOU HEAR ABOUT RAMP CREEK? _____

YOUR CURRENT ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ PHONE: _____

EMAIL ADDRESS: _____

PRESENT LANDLORD _____ PHONE: _____
(or Mortgage Co. if buying)

THEIR ADDRESS: _____

DATE YOU MOVED IN: _____ MONTHLY RENT AMOUNT \$ _____

WHY ARE YOU MOVING: _____

1. YOUR FIRST PRIOR ADDRESS: _____

PREVIOUS LANDLORD: _____ PHONE: _____
(or Mortgage Co. if owned)

THEIR ADDRESS: _____

CITY-STATE-ZIP: _____

DATES OF OCCUPANCY: _____ MONTHLY RENT AMOUNT \$ _____

REASON FOR MOVING: _____

2. YOUR SECOND PRIOR ADDRESS: _____

PREVIOUS LANDLORD: _____ PHONE: _____
(or Mortgage Co. if owned)

THEIR ADDRESS: _____

DATES OF OCCUPANCY: _____ MONTHLY RENT AMOUNT \$ _____

REASON FOR MOVING: _____

INCOME: Please list the income of all applicants who are currently receiving income or expect to receive income in the next twelve months. **LIST ADDITIONAL INCOME ON LAST LINE.**

APPLICANT'S EMPLOYER: _____

ADDRESS OF EMPLOYER: _____

CITY-STATE-ZIP: _____ PHONE: _____

JOB TITLE: _____ SALARY: _____ HOURS PER WEEK: _____

HOW LONG EMPLOYED: _____ NAME OF SUPERVISOR: _____

IMPORTANT: What is your **TOTAL NET** household income PER MONTH? \$ _____

APPLICANT'S PREVIOUS EMPLOYER: _____

ADDRESS OF EMPLOYER: _____

CITY-STATE-ZIP: _____ PHONE: _____

JOB TITLE: _____ SALARY: _____ HOURS PER WEEK: _____

HOW LONG EMPLOYED: _____ NAME OF SUPERVISOR: _____

REASON FOR LEAVING: _____

CO-APPLICANT'S EMPLOYER: _____

ADDRESS OF EMPLOYER: _____

CITY-STATE-ZIP: _____ PHONE: _____

JOB TITLE: _____ SALARY: _____ HOURS PER WEEK: _____

HOW LONG EMPLOYED: _____ NAME OF SUPERVISOR: _____

→ LIST ANY OTHER SOURCE & AMOUNT OF INCOME: _____

HAVE YOU OR ANYONE RESIDING IN YOUR HOUSEHOLD, BEEN CONVICTED OF ANY CRIME EXCEPT FOR TRAFFIC VIOLATIONS?

YES _____ NO _____ (IF YES, EXPLAIN BRIEFLY)

HAVE YOU EVER BEEN EVICTED? *Applicant:* YES ___ NO ___ *Co-Applicant:* YES ___ NO ___

REASON IF YES: _____

NAMES OF TWO INDIVIDUALS TO CONTACT IN CASE OF EMERGENCY (NOT RESIDING IN HOME):

1. NAME: _____

ADDRESS: _____

CITY-STATE-ZIP: _____

PHONE: _____ RELATIONSHIP: _____

2. NAME: _____

ADDRESS: _____

CITY-STATE-ZIP: _____

PHONE: _____ RELATIONSHIP: _____

I declare that I have read and understand this application and to the best of my knowledge and belief it is true, correct, and complete. Further, I am aware that any misrepresentation of facts on this application is grounds for refusal of occupancy and possible other penalties.

My signature below constitutes my consent for the company to obtain verifying information from any necessary source.

APPLICANT SIGNATURE _____ **DATE** _____

CO-APPLICANT SIGNATURE _____ **DATE** _____

APPLICANT / TENANT INFORMATION RELEASE AUTHORIZATION

I/we authorize this Complex, their staff and/or authorized representatives, to contact any agencies, offices, groups, organizations, banks, law enforcement agencies, current and previous landlords, consumer credit bureaus, unions, or individuals to obtain and verify any information or materials which are deemed necessary pertaining to my application or tenancy at the above identified housing complex.

I/we grant permission for the immediate release of any information and/or documents in either written or verbal form to the above-mentioned Company and their authorized representatives.

I/we further authorize and permit the Management company to obtain updated information annually and on future occasions for rental renewal consideration and for collection purposes should that be deemed necessary both during the term of the Lease and thereafter.

Also, I/we agree and approve this form to be copied and/or faxed as if it were the original. The original will be kept with my/our application or in the Tenant file.

Please PRINT Name Here

Please PRINT Name Here

Applicant/Tenant Signature

Co-Applicant/Co-Tenant Signature

Social Security Number

Social Security Number

Date:

Date:

***Ramp Creek Community
Ramp Creek III, Ltd.
740-522-0660***

**PRIVACY POLICY
OF THIS COMPLEX AND IT'S PARTNERSHIPS**

WHAT THIS PRIVACY POLICY COVERS:

- The Privacy Policy covers our treatment of nonpublic personally identifiable information that we collect when you, the “Customer” or “Consumer” rent a property from us. This Policy covers our treatment of nonpublic, personally identifiable information that our business partners share with us.
- This Policy does not apply to the practices of non-affiliates.

INFORMATION COLLECTION AND USE:

- We collect nonpublic personal information about you from the following resources:
 1. Information we receive from you on applications or other forms.
 2. Information about your transactions with us, our affiliates, or others.
 3. Information we receive from a consumer reporting agency.
- We may disclose the following kinds of nonpublic personal information about you:
 1. Information we receive from you on applications or other forms, including, but not limited to, your transactions with us, our affiliates, or others; including, but not limited to, your name, address, social security number, assets, and income, etc.
 2. Information about your transactions with us, our affiliates, or others including, but not limited to, your account balance, payment history, parties to transactions and any financial discrepancies, (Bad checks, etc.)
 3. Information we receive from a consumer reporting agency, including, but not limited to, your credit worthiness and credit history.

Sign

Sign

Date

Date