

Williams Campus Housing APPLICATION FOR STUDENT FAMILY HOUSING

APPLICANT INFORMATION

| | | | | | | |
|-------------------|-------------------------------------------------------------------------|--|--------------------------|--|---------------|--|
| PRIMARY APPLICANT | Last Name | | First Name | | Middle Name | |
| | Student ID# | | Social Security # | | | |
| | Gender <input type="checkbox"/> Male <input type="checkbox"/> Female | | e-Mail address | | | |
| | Driver's License or State ID# | | | | Date of Birth | |
| | # | | State Issued | | Exp. Date | |
| | Permanent Address | | | | | |
| | Street | | | | | |
| | City | | State | | Zip | |
| | Permanent Telephone | | Cell/Alternate Telephone | | | |
| | () | | - | | () - | |

| | | | | | | |
|------------------------------|-------------------------------------------------------------------------|--|--------------------------|--|---------------|--|
| CO-APPLICANT 1 (over age 18) | Last Name | | First Name | | Middle Name | |
| | Student ID# | | Social Security # | | | |
| | Gender <input type="checkbox"/> Male <input type="checkbox"/> Female | | e-Mail address | | | |
| | Driver's License or State ID# | | | | Date of Birth | |
| | # | | State Issued | | Exp. Date | |
| | Permanent Address | | | | | |
| | Street | | | | | |
| | City | | State | | Zip | |
| | Permanent Telephone | | Cell/Alternate Telephone | | | |
| | () | | - | | () - | |

| | | | | | | |
|------------------------------|-------------------------------------------------------------------------|--|--------------------------|--|---------------|--|
| CO-APPLICANT 2 (over age 18) | Last Name | | First Name | | Middle Name | |
| | Student ID# | | Social Security # | | | |
| | Gender <input type="checkbox"/> Male <input type="checkbox"/> Female | | e-Mail address | | | |
| | Driver's License or State ID# | | | | Date of Birth | |
| | # | | State Issued | | Exp. Date | |
| | Permanent Address | | | | | |
| | Street | | | | | |
| | City | | State | | Zip | |
| | Permanent Telephone | | Cell/Alternate Telephone | | | |
| | () | | - | | () - | |

How did you hear about Williams Campus Housing?

- Newspaper Phone Book School Driving/Visiting in Area
 Referral by: _____ Other: _____

ACADEMIC INFORMATION FOR PRIMARY APPLICANT

Please check all that apply:

- ASU Polytechnic Campus
 ASU Tempe Campus
 CGCC
 MCC
 Other MCCD Institution _____
 Staff (Please list institution) _____

RENTAL/MORTGAGE AND CRIMINAL HISTORY

| | | | | | |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|--|------------------------------|-----------------------------|
| PRIMARY APPLICANT | Have you ever rented an apartment or house before? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | (If yes, please fill out rental history below) | | | | |
| | Have you ever been notified by a lender that you were delinquent on a mortgage payment or given written notification by management that you were late with a rental payment? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Have you ever been convicted of a felony? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Have you ever been evicted or skipped from a rental home or apartment? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Have you ever had a foreclosure on a home? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Are you currently involved in any criminal activity? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Please include your rental history for the past two (2) years. | | | | |
| Property Name | | Property Address | | Phone | Length of Residency |
| | | | | | From: To: |
| | | | | | From: To: |

| | | | | | |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|--|------------------------------|-----------------------------|
| CO-APPLICANT 1 (over age 18) | Have you ever rented an apartment or house before? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | (If yes, please fill out rental history below) | | | | |
| | Have you ever been notified by a lender that you were delinquent on a mortgage payment or given written notification by management that you were late with a rental payment? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Have you ever been convicted of a felony? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Have you ever been evicted or skipped from a rental home or apartment? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Have you ever had a foreclosure on a home? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Are you currently involved in any criminal activity? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Please include your rental history for the past two (2) years. | | | | |
| Property Name | | Property Address | | Phone | Length of Residency |
| | | | | | From: To: |
| | | | | | From: To: |

| | | | | | |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|--|------------------------------|-----------------------------|
| CO-APPLICANT 2 (over age 18) | Have you ever rented an apartment or house before? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | (If yes, please fill out rental history below) | | | | |
| | Have you ever been notified by a lender that you were delinquent on a mortgage payment or given written notification by management that you were late with a rental payment? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Have you ever been convicted of a felony? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Have you ever been evicted or skipped from a rental home or apartment? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Have you ever had a foreclosure on a home? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Are you currently involved in any criminal activity? | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Please include your rental history for the past two (2) years. | | | | |
| Property Name | | Property Address | | Phone | Length of Residency |
| | | | | | From: To: |
| | | | | | From: To: |

HOUSING PREFERENCES AND QUALIFICATIONS

Family Housing Qualification and Documentation Required at time of Application

- Married (Copy of marriage certificate)
- Meet Common Law Marriage Requirements for State of Arizona (7 years) (Copy of leases or mortgages)
- Have dependent children or family members (Copy of birth certificate)
- Applicants have been on a lease together for a total of 1 year (Copy of lease)
- Applicants have had a joint checking or savings account for a period of 1 year (Copy of voided check)
- Both applicants are siblings and both attend a qualifying academic institution (Copy of enrollment forms)
- Both applicants are over the age of 25 and are financially independent, or in a graduate program of study (Copy of enrollment, bank statements and pay stubs)

Desired length of License Agreement

- Academic Year (August to May)
- Fall Semester Only
- Spring Semester Only
- Summer Only
- Other from _____ to _____

Desired move in date (as specific as possible): _____

Housing Options and Preferences. Please rank preferences 1, 2, 3 for all house sizes you will accept.

- | | |
|-------------------------------------|-------------------------------------|
| ____ 2 Bedroom / 1 Bath (WDV) | ____ 4 Bedroom / 3 Bath (NDV) |
| ____ 2 Bedroom / Den / 1 Bath (SDV) | ____ 4 Bedroom / Den / 3 Bath (NDV) |
| ____ 2 Bedroom / 2 Bath (NDV) | ____ 4 Bedroom / 2 Bath (SDV) |
| ____ 3 Bedroom / Den / 2 Bath (NDV) | ____ 5 Bedroom / 2 Bath (NDV) |
| ____ 3 Bedroom / Den / 2 Bath (SDV) | |

FINANCIAL INFORMATION

Please list all sources of income you would like included in our evaluation of your application:

Monthly recurring income (non-financial aid):

- Primary Applicant's employment Estimated monthly amount: _____
- Co-Applicant's employment Estimated monthly amount: _____
- Child Support/Alimony Estimated monthly amount: _____
- Social security Estimated monthly amount: _____
- Parents Estimated monthly amount: _____
- Other (Please specify): Estimated monthly amount: _____

Estimated total monthly income: _____

Financial aid information:

- Applied and awarded
Award Amount (for semester): \$ _____
- Applied and awaiting award
- Have not applied

(if applicable) Co-Applicant financial aid award amount: \$ _____

Additional notes or comments: _____

PET INFORMATION

Will you have any pets living with you on campus? Yes No (If yes, please read below and complete.)

Pets: Pets, other than fish, are not allowed on the property without prior written consent of management. Students in family houses may apply to have a maximum of two (2) animals per house. An pet deposit of \$350 is due upon signing of the license agreement (\$100 of this deposit is non-refundable). If you are found to have an unauthorized pet, your license agreement will be subject to termination. If you qualify for a pet agreement, please describe the animal:

Type: _____ Weight/Height: _____ Spayed/Neutered? Yes No
 Type: _____ Weight/Height: _____ Spayed/Neutered? Yes No

UNDERAGE CO-OCCUPANTS FOR FAMILY HOUSING (UNDER AGE OF 18)

| Name | Date of Birth | Relationship |
|------|---------------|--------------|
| | | |
| | | |
| | | |
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DEPOSIT AND APPLICATION FEE REFUND POLICY

The \$50 application fee is non-refundable. Refunds of the \$250 security deposit prior to signing a license agreement will be processed as follows:

| Date of Cancellation | Cancellation Fee |
|--------------------------------------------------|-------------------------------------------------------------|
| At least 30 day written notice before start date | \$100 cancellation fee (\$150 of security deposit refunded) |
| Less than 30 day written before start date | \$250 cancellation fee (\$0 of security deposit refunded) |
| Written notice after start date | \$400 cancellation fee (\$150 due) |

PLEASE READ AND SIGN (PRIMARY APPLICANT AND CO-APPLICANTS OVER THE AGE OF 18)

I/We the undersigned applicant(s) represent that the above statements are true, complete and correct. We hereby authorize Mesa Student Housing, L.L.C. (D.B.A. Williams Campus Housing and Residential Life) to verify the above items (including, but not limited to, verification of employment and/or other stated income, and rental/mortgage history) and agree to furnish additional credit references or information upon request. I/We the undersigned applicant(s) acknowledge that the inclusion of any false information herein shall constitute grounds for rejection of this residential application or future eviction from campus housing.

I hereby consent to allow Mesa Student Housing, L.L.C. (D.B.A. Williams Campus Housing and Residential Life), through its designated agent and its employees, to obtain and verify my credit information (including a criminal background check) for the purpose of determining whether or not to rent to me a house/ room. I understand that should I rent a house/room, Mesa Student Housing, L.L.C. (D.B.A. Williams Campus Housing and Residential Life), and its agent shall have a continuing right to review my credit information, rental application, criminal background, payment history and occupancy history for account review purposes and for improving application methods.

I have been informed that interior and exterior paint at this facility may be found to contain lead material. I acknowledge the possible presence of lead-based paint and lead-based paint hazards in the homes and residence halls. I also acknowledge the potential of lead contamination in the soil I South Desert Village. When the License Agreement is mailed, more information will be sent regarding the presence of lead.

I acknowledge that I have read and understand the security deposit refund policy as outlined below (also available at www.east.asu.edu/housing). The \$50 application fee is non-refundable.

I/We give permission for the college and/or university to release directory, registration, financial aid, and credit hour verification information and priority assignment status to Mesa Student Housing, L.L.C. (D.B.A. Williams Campus Housing and Residential Life) (as per the Family Education Rights and Privacy Act of 1974).

Signatures of all occupants over the age of 18:

| | | |
|-----------------------------------------|------------------|-------------|
| Printed Name (Primary Applicant) | Signature | Date |
| | | |
| Printed Name (Co-Applicant 1) | Signature | Date |
| | | |
| Printed Name (Co-Applicant 2) | Signature | Date |
| | | |

WHAT'S NEXT?

You have three ways to return your housing application and pay your security deposit and application fee:

1. US Postal mail – Print out this application and return it with all application materials (see below) to:
Williams Campus Housing and Residential Life
5931 S. Sterling
Mesa, AZ 85212
2. You may also mail your application materials and then pay your deposit with a credit card (see details below).
3. Fax – Print out this application and fax it with a copy of drivers licenses for all occupants over the age of 18 to 480-727-1711. You may pay the security deposit over the phone by MasterCard, Discover card or electronic fund transfer from your checking account (see details below).
4. Hand Delivery – Print out this application and drop it off at our office with the other application materials listed above. Our office is located in the Student Union Annex on the ASU Polytechnic Campus.

Please include the following with your application:

- Completed application signed by the primary applicant and all co-occupants over the age of 18.
- Copies of driver's license(s) (or government issued ID(s) for the primary applicant and all co-occupants over the age of 18.
- Payment of \$300 for the security deposit and application fee (money order, check or credit card transaction).
- Copy of your class schedule, letter of admittance or other proof of admission.

Security deposit amounts:

A \$250 security deposit is required for family houses. A non-refundable \$50 application fee is also required. The security deposit and application fee can be paid together in one check or money order for a total of \$300. We also offer the option of paying the \$300 by credit card, however, an additional \$17.95 fee is assessed by the company which processes the transaction.

Paying your deposit by credit card or electronic transfer:

To pay your security deposit and application by credit card or electronic transfer, please call our office during regular business hours. We will take down your information and send it to the company which processes our transactions, RentPayment. You may also visit www.rentpayment.com to make the payment yourself. **RentPayment adds a processing fee of \$17.95 per transaction.**

RentPayment accepts Visa, MasterCard, Discover card

| Security Deposit and Application fee | Processing Fee | Total Charged |
|--------------------------------------|----------------|---------------|
| \$300 | \$17.95 | \$317.95 |

If you have any questions, please contact our office at 480-727-1700, or PolyHousing@asu.edu.