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**Rents:**

Small 1 Bedroom (Studio):	Rent \$1120 per month on 12 month lease
Large 1 Bedroom:	Rent \$1225 to \$1250 per month on 12 month lease
2 Bedroom:	Rent \$1375 per month on 12 month lease

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**Income Requirements:**

- Total combined gross monthly income must be at least **three (3) times** the amount of the monthly rent.

**Renters Insurance:**

- Renters insurance is **required**. Proof of insurance needs to be provided at lease signing.

**Pet Policy:**

- **DOGS are NOT ALLOWED**
- Maximum of 2 indoor cats per apartment.
- \$100 nonrefundable initial pet fee required / **\$25 additional per month charge**
- All cats must be updated on vaccinations and records provided to the office prior to move in.

**In addition to the completed application, the following documents are required.**

- 2 most recent consecutive paystubs, if new employment an offer letter
- Photo identification (driver's license, passport etc.)

**We take into consideration the following items as part of our screening process.**

- Credit Score
- Criminal Background
- Landlord Verification
- Employment Verification

**Application Fee:** \$25 per adult applicant, *non-refundable*  
Payment made in the form of **Bank Check, Money Order or Personal Check**

**Deposit Fee:** A \$500.00 **nonrefundable reservation deposit** is required after approval.  
This goes towards your security deposit which is a full months rent.  
**Payable by Bank Check or Money Order Only**

**Security Deposit:** Remainder of the Security Deposit is **due** at or before Lease signing  
**Payable by Bank Check or Money Order Only**  
**Security Deposit and FIRST Month's Rent CANNOT be combined on one check.**



120 Flagstone Dr., #5, Nashua, NH 03063  
Phone: 603-883-2568 Fax: 603-883-9063

**Office Use Only**

Approved / Denied \_\_\_\_\_  
Application Fee Paid: \_\_\_\_\_  
Apartment #: \_\_\_\_\_ Move in Date: \_\_\_\_\_  
Rent: \_\_\_\_\_ Pet Fee: \_\_\_\_\_

**How did you hear about Pine Hill Gardens?** \_\_\_\_\_

Date: \_\_\_\_\_ Size of Apartment requested: \_\_\_\_\_

**APPLICANT:**

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Social Security #: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

**Current Address:** \_\_\_\_\_

Length of time at this address: \_\_\_\_\_ Monthly Rent: \_\_\_\_\_

Landlord Name and Phone Number: \_\_\_\_\_

**Previous Address:** \_\_\_\_\_

Length of time at this address: \_\_\_\_\_ Monthly Rent: \_\_\_\_\_

Landlord Name and Phone Number: \_\_\_\_\_

Emergency contact name, address & phone number: \_\_\_\_\_

**Applicant Employment Information:**

**Present Employer:** \_\_\_\_\_ Dates: \_\_\_\_\_

Employers Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Position: \_\_\_\_\_ Gross Monthly Salary: \_\_\_\_\_

**Previous Employer:** \_\_\_\_\_ Dates: \_\_\_\_\_

Employers Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Position: \_\_\_\_\_ Gross Monthly Salary: \_\_\_\_\_

**CO-APPLICANT / CO-SIGNER:**

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Social Security #: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

**Current Address:** \_\_\_\_\_

Length of time at this address: \_\_\_\_\_ Monthly Rent: \_\_\_\_\_

Landlord Name and Phone Number: \_\_\_\_\_

**Previous Address:** \_\_\_\_\_

Length of time at this address: \_\_\_\_\_ Monthly Rent: \_\_\_\_\_

Landlord Name and Phone Number: \_\_\_\_\_

Emergency contact name, address & phone number: \_\_\_\_\_

**Co-Applicant Employment Information:****Present Employer:** \_\_\_\_\_ **Dates:** \_\_\_\_\_**Employers Address:** \_\_\_\_\_ **Supervisor:** \_\_\_\_\_**Phone Number:** \_\_\_\_\_ **Position:** \_\_\_\_\_ **Gross Monthly Salary:** \_\_\_\_\_**Previous Employer:** \_\_\_\_\_ **Dates:** \_\_\_\_\_**Employers Address:** \_\_\_\_\_ **Supervisor:** \_\_\_\_\_**Phone Number:** \_\_\_\_\_ **Position:** \_\_\_\_\_ **Gross Monthly Salary:** \_\_\_\_\_

Full Names of All Other Residents	Relationship to You	Date of Birth

Are there any other sources of income you would like us to consider? If so, please list income sources and a contact person so that we can confirm this information. You do not have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application. \_\_\_\_\_

**Have you or co applicant ever (please circle):**

Been sued for nonpayment of rent: YES / NO

Been evicted or asked to move out YES / NO

Been sued for damage to a rental property YES / NO

Broken a rental agreement YES / NO

Declared bankruptcy YES / NO

**Pets:** Yes / No      If yes, what kind: \_\_\_\_\_**Vehicles:**

Make/Model	Year	Color	Plate # / State

The statements made in this application are true and correct. I hereby authorize a credit and/or criminal check to be made, verification of information I provided and communication with any and all names listed on this application. I understand that any discrepancy or lack of information may result in the rejection of this application. I understand that the application fee is **non-refundable** to cover the cost of processing my application and I am not entitled to a refund even if my application for an apartment is denied.

Applicant's Signature: \_\_\_\_\_ **Date:** \_\_\_\_\_Co-Applicant's Signature: \_\_\_\_\_ **Date:** \_\_\_\_\_



## LANDLORD VERIFICATION

By signing below, I authorize Pine Hill Gardens to obtain information regarding my rental history.

Signature of Applicant \_\_\_\_\_ Date Signed \_\_\_\_\_

Signature of Co-Applicant/Co-Signer \_\_\_\_\_ Date Signed \_\_\_\_\_

Please complete these questions and fax the information back to our leasing office at 603-883-9063. You may also E-mail it to [pinehill@stabilecompanies.com](mailto:pinehill@stabilecompanies.com). Thank you!

TENANT NAME: \_\_\_\_\_

CURRENT/PREVIOUS ADDRESS: \_\_\_\_\_

LENGTH OF TIME AT ABOVE ADDRESS: \_\_\_\_\_

AMOUNT OF RENT PAID: \_\_\_\_\_

HOW MANY TIMES DID THE RESIDENT PAY LATE? \_\_\_\_\_

HOW MANY RETURNED CHECKS (NSF)? \_\_\_\_\_

IS ACCOUNT IN ARREARS? \_\_\_\_\_ IF YES, BY HOW MUCH? \_\_\_\_\_

DID RESIDENT GIVE PROPER NOTICE? \_\_\_\_\_

WERE THERE ANY RESIDENT COMPLAINTS REGARDING THIS RESIDENT? \_\_\_\_\_

WOULD YOU RE-RENT TO THIS TENANT IF QUALIFIED? \_\_\_\_\_

SIGNATURE OF VERIFIER: \_\_\_\_\_

NAME AND TITLE OF VERIFIER: \_\_\_\_\_



Have you ever been convicted of a felony? YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, please explain what the conviction(s) was for and indicate what state conviction(s) are held:

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By signing below, I authorize Pine Hill Gardens to run a criminal search on me.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co-Applicant

\_\_\_\_\_  
Date

#### **SOCIAL SEARCH**

By signing below, I authorize Pine Hill Gardens to obtain any information about my social security number for the purposes of completing this application. I also give permission to Pine Hill Gardens to run a social search in the event that I move from the property leaving no forwarding address or information.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co-Applicant

\_\_\_\_\_  
Date