



# RENTAL APPLICATION



Please complete with full names, cities, zip codes & area codes

Current Date: \_\_\_\_\_ Agent: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address/Unit Number: \_\_\_\_\_ Rent Amount: \$ \_\_\_\_\_

Latest Date Needed: \_\_\_\_\_ Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

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

Primary Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Work Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Co-Applicant Name: \_\_\_\_\_ Email: \_\_\_\_\_

Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

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

Primary Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Work Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Name of other persons who will occupy apartment: \_\_\_\_\_

Your Current Landlord: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

His/Her Address: \_\_\_\_\_

Current Monthly Rent: \$ \_\_\_\_\_ How long have you lived there? \_\_\_\_\_

Your Previous Landlord: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

His/Her Address: \_\_\_\_\_

Your Former Address: \_\_\_\_\_

Amount of Last Rent: \$ \_\_\_\_\_ How long did you live there?: \_\_\_\_\_

Your Previous Landlord: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

His/Her Address: \_\_\_\_\_

Your Former Address: \_\_\_\_\_

Amount of Last Rent: \$ \_\_\_\_\_ How long did you live there? \_\_\_\_\_

Have you ever been evicted from an apartment in the last five years? Yes  No

Your Current Employer: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

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

Position: \_\_\_\_\_ How long have you worked there: \_\_\_\_\_

Gross Income: \$ \_\_\_\_\_ (indicate: Weekly  Bi-Weekly  Monthly

Do you have any other regular source of income: \_\_\_\_\_

Co-Applicant Employer (If Applicable): \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

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

Position: \_\_\_\_\_ How long have you worked there: \_\_\_\_\_

Gross Income: \$ \_\_\_\_\_ (indicate: Weekly  Bi-Weekly  Monthly

Description of Pets (if permitted, signed *Pet Addendum* required): \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Relationship: \_\_\_\_\_ Address: \_\_\_\_\_

Automobile Make/Model: \_\_\_\_\_ Year: \_\_\_\_\_ License Plate: \_\_\_\_\_

Driver's License # \_\_\_\_\_ State: \_\_\_\_\_

Co-Applicant Automobile (If Applicable) Make/Model : \_\_\_\_\_ Year: \_\_\_\_\_

License Plate: \_\_\_\_\_ Driver's License # \_\_\_\_\_ State: \_\_\_\_\_

This application must be signed by all adults who will occupy the apartment before it can be considered by Landlord. Acceptance of this application, and any monies deposited herewith, is not binding upon Landlord until approved by Landlord. If approved, all monies deposited with this application will be held as a reservation deposit to be either returned to applicant, or credited toward any deposit that may be required of applicant at the time a rental agreement is executed. If applicant withdraws application within two days of submission, a fee of \$ \_\_\_\_\_ (INSERT AMOUNT OF APPLICATION PROCESSING FEE HERE) will be retained by landlord. If the apartment is held for applicant for more than TWO days and applicant withdraws application, all monies deposited shall be forfeited to the Landlord. NOTE: Providing false answers on this application is automatic grounds for rejection of application.

**Reservation Deposit**

**Application Processing Fee**

**Total**

\$ \_\_\_\_\_ + \$ \_\_\_\_\_ = \$ \_\_\_\_\_

**CREDIT CARD WAIVER (Optional):** Complete waiver to use your credit card to pay Security Deposit and Application Fee.

Type of Card: Master Card  Visa  American Express

Credit Card Number: \_\_\_\_\_

Security Code: \_\_\_\_\_

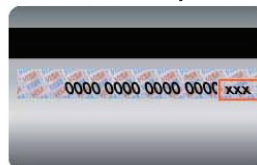
Expiration Date: \_\_\_\_\_ / \_\_\_\_\_

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

Cardholder Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

Visa/MC Security Code



AMEX Security Code

By signing, the applicant(s) acknowledges that a consumer credit report will be requested in connection with this application and that the name and address of the consumer credit reporting agency that furnished the report is Experian, 505 City Pkwy West, 5th Floor, Orange CA 92868. The applicant(s) also acknowledges that subsequent consumer credit reports may be requested or utilized to review or collect amounts due the landlord. By signing this application, the applicant(s) authorizes the release to the landlord of consumer credit report(s) for such purposes and that the Landlord or his agent may investigate the information supplied by the applicant and a full disclosure of pertinent facts may be made to the Landlord.

**Signature Applicant:** \_\_\_\_\_ **Signature Co-Applicant:** \_\_\_\_\_

**For Office Use Only:** Method of Payment: Cash \_\_\_\_\_ Check \_\_\_\_\_ Credit Card \_\_\_\_\_

Copied Security Deposit Check  Lou & Staff Notified  Recorded on Availability  Credit Report Requested & Received  Landlord Reference Complete

Employer Reference Complete  Application Approved  Application Rejected  Applicant Notified  Lease Package Sent



# PROPERTY CHECKLIST

*Things you should know about this apartment community. Read carefully.*

## *Delaware Park*

1. Kenmore Development's main method of contacting residents is via email. It is your responsibility to notify Kenmore Development should you decide to change the primary email address listed on this application. By signing the property checklist you are consenting to receive electronic communication from Kenmore Development.
2. Rent includes heat, hot water, sewer, garbage pickup, stove, refrigerator, dishwasher, cable & Internet access. Tenant pays electric. Utilities must be turned on in the resident's name on or before move-in.
3. Time Warner Road Runner Internet Service – A) Broadband Internet service is included. To activate Internet service you must call Time Warner (Spectrum) at 844-725-4339 to set up the account in your name. B) Once the account is activated you will be given the option of picking up your modem or having it delivered to your apartment. C) Prior to moving out, all equipment must be returned to Time Warner (Spectrum). Failure to return the modem may result in additional charges from Time Warner (Spectrum). D) **All Internet service related issues should be directed to Time Warner (Spectrum) by calling (844) 725-4339.**
4. Garages are available for an additional \$45.00/month with lease \$55.00/month without. If a resident rents a garage space they should receive instruction guidelines. If you will be renting a garage and have not received these guidelines please contact Kenmore Development at 716-874-7700.
5. Parking is restricted to one vehicle per apartment. If you have more than one vehicle you are required to take a reserved parking space. If no reserve parking space is available you are required to rent a garage spot at a cost of \$45 per month. Any resident who rents a garage space must use it in order to free up space in the parking lot. Additional vehicles are not permitted on the property after 9pm and must be parked on nearby side streets. Any renter not abiding by these parking rules may have their car ticketed and/or towed without warning at owner's expense.
6. Application processing fee is non-refundable. Reservation deposit must be paid in full with application.
7. The \$50.00 incentive has been explained to the applicant.
8. Pet Policy - a) Renters are allowed to have up to two cats. No dogs of any size are allowed at Delaware Park. Renters who fail to meet these criteria run risk of not being allowed to move-in and/or forfeiture of their apartment security deposit. b) Residents with pets will be responsible for all exterminating costs in the event their pet contracts fleas, ticks, etc. Residents are also responsible for any other damages their pet may cause.
9. A one-year lease must be signed within 3 days after being accepted. 1st months rent must be paid by the scheduled move in date in order to gain possession of apartment, no exceptions. Furthermore, if the incoming resident moves in after 15th of a given month, the resident is required to pay pro-rated rent for that month and next month's rent at move in.
10. When vacating, your apartment must be left as clean as it was at move-in, normal wear and tear is expected.
11. Applicant must receive the Resident Handbook, EPA Handbook, and lead based paint disclosure information on or before their scheduled move-in date.
12. A \$50.00 lockout fee is charged during non-office hours.
13. If it is your desire to vacate, 60 days written, hand signed, notice from the 1st of the month is required prior to the end of your lease expiration. Electronic Mail (email) and any other form of electronic communication does not qualify as acceptable means to provide notice. Improper notice will result in additional rental payments.
14. Short term leases are charged at a premium due to their added convenience to residents. If approved by Kenmore Development, any short term leases or lease renewals signed for a term of less than six (6) months will be charged an additional 5% on top of the current market rent.
15. Your lease term ends on the LAST BUSINESS DAY of the month.
16. Security deposit is not to be used to defer any rent including the last month of your term.

17. If apartment keys are lost, resident will be responsible for cost of re-keying locks. (The current cost to re-key an apartment is \$145 but is subject to change without notice.)
18. Guest parking is restricted from 5:00 PM to 9:00 AM. **Vehicles without parking permits will be towed without warning at the owner's expense! Please notify guests.**
19. Cigarette smokers are only allowed to smoke inside their apartment or outside at a minimum of 50 feet from apartment building. Smokers are responsible to keep cigarette fumes from seeping out of their apartment and will be financially responsible for all apartment damage that is a result of smoking (even if repair and restoration costs exceed original security deposit). Smoking is not allowed in any indoor common areas. Outdoor smokers must clean up their cigarette butts. Residents taking oxygen and found smoking will have their lease canceled immediately.
20. Satellite TV/Internet service is permitted. Positioning of a Satellite dish must be approved by Kenmore Development before installation. Tenants who install a satellite dish are responsible for removing it upon move-out and, in addition, will be held financially responsible for any resulting damages to the roof, walls, etc. Consult your rental agent for more details.
21. Storage space is provided for each resident in the basements of Delaware Park. Kenmore Development is not responsible for property damage associated with storing items in these spaces. Residents are encouraged to purchase renters insurance that will cover not only their apartment but also any belongings kept in their basement storage space.
22. Kenmore Development Residents can transfer between any of our apartment communities at any time if they sign a 12-month lease for the new location and their current apartment passes an inspection. A fee equal to a half month's rent will apply.
23. If blinds are included in your apartment you are responsible for cleaning them upon move-out. If blinds are not clean upon move-out then the resident will be charged \$10 per blind for replacement. Price is subject to change without notice.
24. Upon approval of rental application, the reservation deposit becomes the security deposit for unit rented.
25. Kenmore Development requires proof of valid renters' insurance coverage. Residents must maintain a valid Renters' insurance policy for the entire length of their stay. Kenmore Development requires a minimum of \$300,000 in liability coverage on your Renters' insurance policy. By initialing the line that follows, you are agreeing to maintain Renters' Insurance and the minimum liability coverage of \$300,000 throughout your entire residency with Kenmore Development. \_\_\_\_\_ *initial(s)*
26. Reservation deposit (or security deposit if application is already approved) is non-refundable after 2 business days from the date application is approved. In addition, failure to procure renter's insurance prior to the scheduled move-in date will result in the forfeiture of the reservation deposit (or security deposit if application is already approved). \_\_\_\_\_ *initial(s)*
27. If you vacate your apartment prior to lease expiration, you continue to be financially responsible for the lease payments for the entire lease term. If you sign a lease or lease renewal but fail to procure or provide proof of valid renter's insurance, you may continue to be financially responsible for lease payments for the entire lease term. \_\_\_\_\_ *initial(s)*
28. If it is determined that a bug infestation is the fault of the resident(s), the cost to correct the issue will be the resident(s) responsibility. Resident(s) liability may extend to neighboring apartments and common areas in the complex if a professional exterminator determines and advises Kenmore Development that additional treatment is necessary. \_\_\_\_\_ *initial(s)*

\_\_\_\_\_  
Signature

Date:     /     /

\_\_\_\_\_  
Signature

Date:     /     /

**DELAWARE PARK APARTMENTS ONLY**

**Disclosure of Information on Lead-Based Paint and Lead-Based Paint Hazards**

**Lead Warning Statement**

*Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not taken care of properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, landlords must disclose the presence of known lead-based paint and lead-based paint hazards in the dwelling. Tenants must also receive a Federally approved pamphlet on lead poisoning prevention.*

**Lessor's Disclosure (initial)**

\_\_\_\_\_ (a) Presence of lead-based paint or lead-based paint hazards (check one below):

Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).

See Attached

Lessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

\_\_\_\_\_ (b) Records and reports available to the lessor (check one below):

Lessor has provided the lessee with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below).

Policy Statement 1.0 (Attached)

Lessor has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

**Lessee's Acknowledgment (Initial)**

\_\_\_\_\_ (c) Lessee has received copies of all information listed above.

\_\_\_\_\_ (d) Lessee has received the pamphlet *Protect Your Family from Lead in Your Home*

**Agent's Acknowledgment (initial)**

\_\_\_\_\_ (e) Agent has informed the lessor of the lessor's obligations under 42 U.S.C. 4852(d) and is aware of his/her responsibility to ensure compliance.

**Certification of Accuracy**

The following parties have reviewed the information above and certify, to the best of their knowledge that the information provided by the signatory is true and accurate.

_____	_____	_____	_____
Lessor	Date	Lessor	Date
_____	_____	_____	_____
Lessee	Date	Lessee	Date
_____	_____	_____	_____
Agent	Date	Agent	Date

## **1.0 Policy Statement**

The Delaware Park Apartments, 1975-2035 Delaware Avenue, Buffalo, N.Y. hereby adopts this Lead-Based Paint Operations and Maintenance Plan (O & M Plan) to minimize ingestion of and airborne exposure to inorganic lead from lead-based paint.

Delaware Park Apartments has discovered that lead-based paint (>0.5 percent lead by weight) is present in 4 of 14 paint samples tested during a recent environmental assessment of the property. This is not particularly unusual as leaded paints are common in structures of similar age and construction. The results of the environmental assessment do not make it possible to determine every painted surface that contains lead-based paint, but all painted surfaces inspected were in good condition with no peeling, cracking, or paint dusting noticed.

Since digestion and inhalation of lead-based paint occur from deteriorated painted surfaces, this O & M Plan will function to monitor and keep intact all apartments to use this O & M Plan to regularly monitor painted surfaces at the property and remedy conditions where necessary.