

**SENTRY PROPERTY MANAGEMENT, INC.**  
**2312 North Broad Street**  
**Colmar, PA 18915**  
**PHONE: 215/822-9729 or 215-822-1468 FAX: 215/822-0502**

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

**APPLICANT'S NAME(S):** \_\_\_\_\_

**PROPERTY:** Astor & Logan Square Apartments      **APARTMENT NUMBER:** \_\_\_\_\_

Dear Applicant:

Please fill out the attached application, in full, and return it with an application fee (**cash, certified check, or money order**) for the credit verification and a criminal background check. The application fee is non-refundable. **The application fee is \$40.00 per applicant or \$50.00 per married couple.**

**The following must be submitted along with your application:**

- ◆ Photocopy of Driver's License
- ◆ If you are on Social Security (Pension, Disability, etc.) or if you are self-employed, please send a copy of your most recent bank statement or federal tax form.
- ◆ If you are receiving child support, please send a copy of your most recent bank or federal tax form or any other proof.

We highly recommend that if you have an interest in the property, you should submit one month's rent as a security deposit in the amount of \$\_\_\_\_\_ (**cash, certified check, or money order**). This security deposit will take the apartment off of the market, and the apartment will be put on hold for you while your application is being processed.

Should your application not meet our requirements, your security deposit will be refunded. However, if you do meet our requirements (credit, double security and/or a co-signer) and you change your mind about the property, your security deposit will not be refunded.

**PLEASE DO NOT SEND A PERSONAL CHECK.**

If you choose to fax your application to our office, please mail the original application, the application fee(s), and the security deposit to the address listed above. We cannot finish processing your application until we receive this.

Should you have any questions, please feel free to contact our office.

Sincerely,

Ruth A. Budine  
Property Manager for  
Sentry Property Management, Inc.

RAB/vlk

I have read this letter and agree to the requirements stated.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**STANDARD RENTAL APPLICATION**

Processing Fee \$40.00/person or \$50.00 / married couple (non-refundable)

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

Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

Social Sec. #: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

Circle one:      Single              Married              Separated              Divorced              Widowed

If married, how long? \_\_\_\_\_ Maiden Name: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

Social Sec. #: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

\_\_\_\_\_  
Present Address                      City                      State                      Zip                      Phone

\_\_\_\_\_  
Present Landlord or Manager                      Address                      Phone

How long at this Address? \_\_\_\_\_ Rent: \$ \_\_\_\_\_

Why moving? \_\_\_\_\_

\_\_\_\_\_  
Previous Address                      City                      State                      Zip

\_\_\_\_\_  
Previous Landlord                      Address                      City              State                      Zip  
Phone

Amount of child support you pay \$ \_\_\_\_\_ or receive \$ \_\_\_\_\_

\_\_\_\_\_  
Your Occupation                      Employer                      Address

\_\_\_\_\_  
Phone Number                      Person to contact                      Gross weekly income

How long employed? \_\_\_\_\_ Working hours: \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_  
Spouse's Occupation                      Employer                      Address

\_\_\_\_\_  
Phone Number                      Person to contact                      Gross weekly income

How long employed? \_\_\_\_\_ Working hours: \_\_\_\_\_ to \_\_\_\_\_

Total amount of Constant Monthly Payments other than Rent (example: child support, daycare, furniture, car payments, etc.) \$ \_\_\_\_\_

List all persons who will occupy the unit:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Age: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Age: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Age: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Age: \_\_\_\_\_

Number of Pets: \_\_\_\_\_ What kind and how old? \_\_\_\_\_  
Cats - \$25.00/per pet per month Dogs - \$35.00/per pet per month

Car (make, model, year): \_\_\_\_\_ License Plate #: \_\_\_\_\_

Name of Bank: \_\_\_\_\_ Account #: \_\_\_\_\_  
savings/checking

Credit References and Credit Cards

Name: \_\_\_\_\_ Account #: \_\_\_\_\_

Name: \_\_\_\_\_ Account #: \_\_\_\_\_

Person to contact in emergency: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Relative or Friends (one must be your mother or father if applicable):

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

Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

*APPLICATION AGREEMENT*

*A non-refundable fee is charged to all rental applicants for the purpose of verifying the information included in this application and to run a criminal background check. I understand this fee will under no circumstances be returned to me. Keys will be furnished only after contemplated lease and other rental documents have been thoroughly executed by all parties and only after applicable rentals and security deposits have been paid. This application is preliminary only and does not obligate the owner or his agent to execute a lease or deliver possession of the proposed premises. I hereby authorize the owner or his agent to make inquiries that they deem proper and necessary regarding my qualifications as a tenant. I also authorize my present employer, past employer, landlord, and creditors to furnish the owner and his agent such information as requested by them. I have read and understand this agreement. I also authorize Sentry Property Management, Inc. to conduct terrorist and criminal background checks.*

*CORRECT INFORMATION*

*Applicant represents that all of the statements on this application are true and complete, and hereby authorizes verification of the information, references, and credit records. **Applicant acknowledges that false information herein may constitute a criminal offense under the laws of this state.***

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

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

**CONSUMER NOTICE  
THIS IS NOT A CONTRACT**

Sentry Property Management, Inc. hereby states that with respect to this property, I am acting in the following capacity:

- (i) Owner/Landlord of the property; or
- (ii) A direct employee of the owner/landlord; or
- (iii) An agent of the owner/landlord pursuant to a property management or exclusive leasing agreement.

I acknowledge that I have received this notice: \_\_\_\_\_  
Print (Consumer) Date

\_\_\_\_\_  
Signature (Consumer) Date

I certify that I have provided this notice:

Ruth A. Budine  
Property Manager for  
Sentry Property Management, Inc.  
Printed (Licensee)

Revised 2011

\_\_\_\_\_  
Signature (Licensee)

**CONSUMER NOTICE  
THIS IS NOT A CONTRACT**

Sentry Property Management, Inc. hereby states that with respect to this property, I am acting in the following capacity:

- (iv) Owner/Landlord of the property; or
- (v) A direct employee of the owner/landlord; or
- (vi) An agent of the owner/landlord pursuant to a property management or exclusive leasing agreement.

I acknowledge that I have received this notice: \_\_\_\_\_  
Print (Consumer) \_\_\_\_\_  
Date

\_\_\_\_\_ \_\_\_\_\_  
Signature (Consumer) Date

I certify that I have provided this notice:

Ruth A. Budine  
Property Manager for  
Sentry Property Management, Inc.  
Printed (Licensee)

\_\_\_\_\_  
Signature (Licensee)