



# Rental Application



For each apartment (or) bedroom leased at *University Lofts*, we will need each student and their guarantor (❖ see page four of this application under "Rental Acceptance Criteria" regarding guarantor requirement options) to complete the following steps:

- a. Complete and Sign (both applicant and guarantor) the following *Rental Application* (please complete all four pages).
- b. Fax the completed *Rental Application* (4 pages) to **(303) 993-6344 (fax)**.
- c. Mail the original *Rental Application* pages and separate payments for **Application Fees (\$100)\*** and **Application Deposit (\$275)\*** to...

\* see "Application Agreement", (pg 2)

**University Lofts**  
 c/o ConAm Colorado, Inc.  
 Attn: Casey Parks  
 10800 E. Bethany Drive, Ste #550  
 Aurora, CO 80014

The exact *rental rate* will be determined by the specific apartment (or) bedroom selection made by the resident. Apartments/Bedrooms are limited and will be leased on a first-come, first served basis. The acceptance of this application does not insure a rental. An apartment/bedroom is reserved only upon execution of the lease agreement by all parties. All prices are subject to change. For assistance with the application, please call (303) 503-6610. (An *International Student Rental Application* is available upon request.)

## Applicant Data (for Resident)

**Resident Name:** \_\_\_\_\_ **SS#** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_ **Local Phone Number:** \_\_\_\_\_

**Current Local Address:** \_\_\_\_\_  
(STREET) (CITY) (STATE) (ZIP)

**Permanent Address:** \_\_\_\_\_  
(STREET) (CITY) (STATE) (ZIP)

**Date of Birth:** \_\_\_\_\_ **Driver's License #** (OR) **govt. photo ID card#:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Emergency Contact** (other than guarantor): \_\_\_\_\_  
(NAME) (PHONE #) (CITY) (STATE)

**Employer (optional):** \_\_\_\_\_ **Work Phone Number:** \_\_\_\_\_

**Estimate of Gross *Monthly* Income (optional):** \_\_\_\_\_

**Sex:** Male / Female  
(circle one)

**Fall 2008 Student Standing:** Freshman / Sophomore / Junior / Senior / Graduate  
(circle one)

Have you (or any other applicant in this application) ever: (check only if applicable.)

- Been evicted or asked to move out of a dwelling?
- Moved out of a dwelling before then end of the lease term without the owner's consent?
- Declared bankruptcy?
- Been sued for rent or property damages?
- Been charged, detained, or arrested for a felony or sex-related crime that was resolved by conviction, probation, deferred adjudication, court-ordered community supervision, or pretrial diversion?

**X** \_\_\_\_\_  
**Signature of Applicant (Resident)**

\_\_\_\_\_  
**Date**

By my signature, I attest that the information contained herein is correct. The management is authorized to verify my credit history, and all other submitted information for the purpose of evaluating this lease application. By failing to answer or by giving false information, I understand that: 1) this application may be rejected, 2) processing fees and deposits will be retained as liquidated damages for time spent and expenses, 3) I will terminate any right to lease the bedroom, 4) if I have signed a lease, it will be a violation of the lease.

**Applicant Data (for Guarantor)** – Required unless Resident meets rental criteria independently (see page #4)

Guarantor Name: \_\_\_\_\_ SS# \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Home Phone Number: \_\_\_\_\_

Estimate of Gross *Monthly* Income: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_

Guarantor Address: \_\_\_\_\_  
(STREET) (CITY) (STATE) (ZIP)

Date of Birth: \_\_\_\_\_ Driver's License # (OR) govt. photo ID card#: \_\_\_\_\_ State: \_\_\_\_\_

Emergency Contact (other than guarantor): \_\_\_\_\_  
(NAME) (PHONE #) (CITY) (STATE)

**X** \_\_\_\_\_ Date  
Signature of applicant, if required (Guarantor)

By my signature, I attest that the information contained herein is correct. The management is authorized to verify my credit history, and all other submitted information for the purpose of evaluating this lease application. By failing to answer or by giving false information, I understand that: 1) this application may be rejected, 2) processing fees and deposits will be retained as liquidated damages for time spent and expenses, 3) I will terminate any right to lease the bedroom, 4) if I have signed a lease, it will be a violation of the lease.

**Application Agreement**

- APPLICATION FEE (nonrefundable):** You are/have delivered to our representative an application fee in the amount of \$50 per person (\$100 total), and this payment partially defrays the cost of administrative paperwork.
- APPLICATION DEPOSIT (may or may not be refundable):** In addition to any application fee, you are/have delivered to our representative an application deposit in the amount of \$275. The application deposit is not a security deposit. However, it will be credited toward the required apartment refundable security deposit (\$200) and nonrefundable administrative fee (\$75) when the lease contract has been signed by all parties; OR the full application deposit of \$275 will be refunded if you are not approved; OR it will be retained as liquidated damages if you fail to sign or attempt to withdraw from the application/lease agreement.
- If You Fail to Sign Lease Contract After Approval:** Unless we authorize otherwise in writing, you and your guarantor must sign the lease contract within 7 days of being notified by us of your approval (by mail, telephone, or in person). If you and your guarantor fail to sign as required, we may keep the application deposit as liquidated damages, and terminate all further obligations under this agreement.
- If you Withdraw Before Approval:** You and your guarantor may not withdraw your application or the application deposit once submitted. If you withdraw an application or notify us that you have changed your mind about renting the dwelling unit, we will be entitled to retain all application deposits as liquidated damages, and the parties will then have no further obligation to each other.
- Non-approval:** We will notify you whether you have been approved within 10 days after the date we received a completed application. Your application will be considered "disapproved" if we fail to notify you of your approval within 10 days after we have received a completed application. Notification may be in person or by mail or telephone, unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval.
- Refund after non-approval:** If you or your guarantor are disapproved or deemed disapproved under paragraph 5, we will refund all application deposits within 30 days of such disapproval. Refund checks may be made payable to all applicants, but mailed to one applicant.
- Notice to or from Co-applicants:** Any notice we give you or your guarantor is considered notice to all co-applicants; and any notice from you or your co-applicants is considered notice from all co-applicants.

**Acknowledgement:** You declare that all your statements on all pages of this application are true and complete. You authorize us to verify same through any means. If you fail to answer any question or give false information, we may reject the application, retain all application fees and deposits as liquidated damages for our time and expense, and terminate your right of occupancy.

**X** \_\_\_\_\_ Date  
Signature of applicant (Resident)

**X** \_\_\_\_\_ Date  
Signature of applicant (Guarantor)

## Housing Selection Request

Requests are in no way guaranteed; if space is available, it will be filled on a first-come, first-served basis. Please contact our **Leasing Coordinator** (@ (303)503-6610) for prices\* on specific available location/bedroom choices. All quoted prices are based on the monthly rent per bedroom/roommate, and include utilities, cable TV, internet service, and furniture.

Please indicate your apartment floor-plan request/preference below:

\_\_\_\_\_ **Private Studio Apartment**

\_\_\_\_\_ **Two-Bedroom Apartment\***

if roommate is already known, Please indicate their name here: \_\_\_\_\_

\_\_\_\_\_ **Four-Bedroom/ two-bath Apartment\***

if roommate #1 is already known, Please indicate their name here: \_\_\_\_\_

if roommate #2 is already known, Please indicate their name here: \_\_\_\_\_

if roommate #3 is already known, Please indicate their name here: \_\_\_\_\_

\_\_\_\_\_ **Four-Bedroom/three-bath Loft Apartment\***

if roommate #1 is already known, Please indicate their name here: \_\_\_\_\_

if roommate #2 is already known, Please indicate their name here: \_\_\_\_\_

if roommate #3 is already known, Please indicate their name here: \_\_\_\_\_

\*Please note "Roommate Policy" on *Rental and Occupancy Criteria Guidelines*.

• Please list (in order) any specific apartment number/location requests: \_\_\_\_\_

• Would you like University Lofts to assist you in finding additional roommates? **Yes / No** (circle one)

If "Yes", and requesting a two-bedroom or four-bedroom apartment, please indicate your request/preference/authorization for one of the following options:

I request to be placed in an apartment with coed roommates (both male and female).

I request to be placed in an apartment with same-sex roommates (only male *OR* only female)

## Application for Reserved Underground Parking (optional)

*Reserved Covered Parking* is provided for an additional charge, and is available on a first-come, first served basis. Applying for parking is not a guarantee of availability. Upon receipt of your completed application, we will inform you of the availability of reserved parking. Parking spaces are charged at a **monthly fee of \$110\*** per space.

Will you require a reserved underground parking space\*? **Yes / No** (circle one)

Vehicle Make: \_\_\_\_\_ Vehicle Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

\* All prices are subject to change until lease agreement is signed.

