

## **SMR RESIDENT SELECTION CRITERIA**

A rental application, credit and criminal report must be processed on all prospective residents 18 years of age or older. Applications will not be approved from un-emancipated minors and/or persons under the age of 18.

**A non-refundable Application Fee in the amount of \$35.00 and any additional fee required by other government entities will be required of each person of age unless prohibited by local governing agencies.** No application will be processed without the non-refundable Application Fee(s). **This fee MUST be in the form of a money order/cashier's check payable to the project name.**

SMR will adhere to Fair Housing Act as amended, prohibiting discrimination in housing based on age, race, color, religion, sex, national origin, familial status or disability.

Please review this information before completing the application and paying the application processing fee, which is non-refundable. Falsification of information on the application will result in denial of residency and loss of application deposit as liquidated damages for our time and expense.

**Each applicant must provide a copy of a valid local, state or federal government issued photo identification at the point of application for verification purposes.**

Applicants must provide current residency information including any out of state residences during the past two years. Each applicant's criminal/credit report will be reviewed. If applicant takes exception with the findings, the applicant is responsible and has the right to contact the credit reporting agent/agencies. In the event the discrepancy can be cleared up, the applicant will be considered on the basis of the new information.

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**Applicants may be denied for the following:**

Adverse information received during the interview process related to eligibility, received on the application and the information contained in a consumer credit report or a criminal records report.

The applicant does not meet the requirements of the Fair Housing/Occupancy Policy.

Anyone having been and/or in the process of being terminated/evicted from a previous landlord for just cause.

Falsification, misrepresentation or withholding of information or submission of inaccurate and/or incomplete information on any application or during the interview related to eligibility, award of preference for admission, family composition, or rent.

Refusal to comply with housing program requirements, policies, and/or procedures.





**Screening Reports, Inc.**  
729 N Route 83 Suite 321  
Bensenville, Il 60106  
Toll-Free Phone (866) 389-4042  
Toll-Free Fax (866) 389-4043.

I/We Authorize Screening Reports to do a complete investigation of all information provided above. I have personally filled in and/or reviewed all information listed above. A complete investigation may include any or all of the following: Credit Report, Criminal Record, Rental History References and Personal Interviews with above references. I/We acknowledge that SRI Provides Reports to apartments and does not participate in the approval or denial process. . I/We acknowledge that SRI monitors criminal activity and reports it promptly to the community. My/Our Signature(s) below authorizes all above listed companies to release rental, job history (including salary) and criminal record information.

\_\_\_\_\_  
Applicant Name

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

\_\_\_\_\_  
Date of Birth

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

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Co-Applicant Name

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

\_\_\_\_\_  
Date of Birth

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

\_\_\_\_\_  
Today's Date

Apartment Building Name \_\_\_\_\_ in \_\_\_\_\_, MN

Managed By: **Security Management & Realty (SMR)**

Phone: 507-345-1290, 201 North Broad Street, Suite 109, Mankato, MN 56001

**TENANT NAME**

\_\_\_\_\_  
(First) (Middle) (Last)  
\_\_\_\_\_  
(Street) (City / State / Zip)  
Home Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_  
Work Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_  
Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Date of Birth \_\_\_ / \_\_\_ / \_\_\_

**EMPLOYMENT**

**TENANT**

EMPLOYER \_\_\_\_\_

\_\_\_\_\_  
(Street) (City / State / Zip)  
Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_

**PAST RENTAL REFERENCES**

**TENANT**

(Last 2 years required)

CURRENT LANDLORD

\_\_\_\_\_  
(Street) (City / State / Zip)  
Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_  
Date of Occupancy \_\_\_\_\_ Apt. # \_\_\_\_\_

PREVIOUS LANDLORD

\_\_\_\_\_  
(Street) (City / State / Zip)  
Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_  
Date of Occupancy \_\_\_\_\_ Apt. # \_\_\_\_\_

CREDIT REFERENCE

Business \_\_\_\_\_

Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_

1. Have you ever been convicted of a felony?

\_\_\_ Yes \_\_\_ No

2. If yes, explain

3. Are you or have you ever been evicted?

\_\_\_ Yes \_\_\_ No

4. What size apartment?

\_\_\_ 1 BR \_\_\_ 2 BR \_\_\_ 3 BR

**CO-TENANT NAME**

\_\_\_\_\_  
(First) (Middle) (Last)  
\_\_\_\_\_  
(Street) (City / State / Zip)  
Home Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_  
Work Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_  
Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Date of Birth \_\_\_ / \_\_\_ / \_\_\_

**EMPLOYMENT**

**CO-TENANT**

EMPLOYER \_\_\_\_\_

\_\_\_\_\_  
(Street) (City / State / Zip)  
Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_

**PAST RENTAL REFERENCES**

**CO-TENANT**

(Last 2 years required)

CURRENT LANDLORD

\_\_\_\_\_  
(Street) (City / State / Zip)  
Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_  
Date of Occupancy \_\_\_\_\_ Apt. # \_\_\_\_\_

PREVIOUS LANDLORD

\_\_\_\_\_  
(Street) (City / State / Zip)  
Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_  
Date of Occupancy \_\_\_\_\_ Apt. # \_\_\_\_\_

CREDIT REFERENCE

Business \_\_\_\_\_

Phone # ( ) \_\_\_\_\_ - \_\_\_\_\_

1. Have you ever been convicted of a felony?

\_\_\_ Yes \_\_\_ No

2. If yes, explain

3. Are you or have you ever been evicted?

\_\_\_ Yes \_\_\_ No

4. What size apartment?

\_\_\_ 1 BR \_\_\_ 2 BR \_\_\_ 3 BR



**TENANT**

List Vehicles owned and License #

\_\_\_\_\_  
\_\_\_\_\_

**CO-TENANT**

List Vehicles owned and License #

\_\_\_\_\_  
\_\_\_\_\_



**OTHER INDIVIDUALS TO RESIDE IN THE APARTMENT**

Name	Social Security #	Date of Birth
_____		
_____		
_____		

I/We certify this housing is/will be my/our permanent residence. I/we do/will not maintain a separate rental unit in a different location. I/We certify all household and income information is correct.

\_\_\_\_\_  
Tenant Signature Date

\_\_\_\_\_  
Co-Tenant Signature Date

.....  
"The following information regarding race, national origin, and sex designation solicited on this application is requested in order to assure the Federal Government, acting through the USDA - Rural Development, Rural Housing Service, that Federal Laws prohibiting discrimination against tenant on the basis or race, color, national origin, religion, sex, familial status, age and handicapped are complied with. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating you. If you choose not to furnish it, the owner is required to note the race/national origin and sex of individual applicants on the basis of visual observation or surname."

**RACE/NATIONAL ORIGIN:**

White/Non-Hispanic \_\_\_\_\_ Black/Non-Hispanic \_\_\_\_\_ Hispanic \_\_\_\_\_  
Asian/Pacific Island \_\_\_\_\_ American Indian/Alaskan Native \_\_\_\_\_

**SEX OF TENANT:**

Male \_\_\_\_\_ Female \_\_\_\_\_

**SEX OF CO-TENANT:**

Male \_\_\_\_\_ Female \_\_\_\_\_

Please return to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Security  
Management &  
Realty, Inc.  
Equal Housing Provider & Employer

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201 N. Broad St., Suite 109, Mankato, MN 56001 – (507) 345-1290 – Fax (507) 387-6843 – e-mail smr@hickorytech.net

### **RELEASE OF INFORMATION**

I, \_\_\_\_\_, the tenant/cotenant, am giving my permission to Security Management & Realty, Inc. to obtain any and all information necessary to complete my certification paperwork and references. This includes but is not limited to: asset, income and medical information.

\_\_\_\_\_  
Tenant/Cotenant Signature

\_\_\_\_\_  
Date