



<b>For Office Use Only:</b>	
Apt: _____	Rate: _____
Unit type: _____	Lease term: _____

Name: \_\_\_\_\_ Date of Birth: \_\_/\_\_/\_\_\_\_ (mo/day/year)

Permanent Address: \_\_\_\_\_ Cell phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_

City: \_\_\_\_\_ St: \_\_\_\_\_ ZIP: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_

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

City: \_\_\_\_\_ St: \_\_\_\_\_ ZIP: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_

Driver's License Number: \_\_\_\_\_ St: \_\_\_\_\_

Social Security Number: \_\_\_\_-\_\_\_\_-\_\_\_\_ OU PID# \_\_\_\_\_

Current Class Standing (check one):  Grad  Senior  Junior  Sophomore  Freshman

Anticipated Graduation Date: \_\_\_\_\_ EMail: \_\_\_\_\_

Lease Start Date: (check one):  12 mos. lease  7/8 start  9/1 start Or  10 mos. Lease 9/1 start date

Anticipated Move-In Date: \_\_\_\_\_

Have you ever (check the square if applicable; unchecked squares indicate 'No'):

received deferred adjudication for a felony?  been convicted of a Felony?  been arrested for a Felony?

Parent, Guardian or Emergency Contact:

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

Address: \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_

City: \_\_\_\_\_ St: \_\_\_\_\_ ZIP: \_\_\_\_\_ Cell phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_

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

**Floorplan Options:** Rank preferences below by placing a 1 for your 1<sup>st</sup> choice, 2 for your 2<sup>nd</sup> choice, etc. Assignments are based on availability upon receipt of completed application and security deposit.

Choice	Bedrooms	Baths	Requested Roommates
.....	1	1	_____
.....	2	2 (w/ balcony/patio)	_____
.....	2	2 (w/o balcony)	_____
.....	4	2	_____
.....	4	4	_____

**INSTRUCTIONS:** To complete the application process, choose one of the following methods:

All fees (\$235 total) should be in the form of a check or money order only made payable to University Courtyard Apartments.

1. Complete application and deliver in person to our leasing office with \$235 (**includes a \$35 non-refundable Application Fee, a \$125 non-refundable reservation fee and a \$75 Security Deposit**).
2. Complete application and mail to address above with \$235 (**includes a \$35 non-refundable Application Fee, a \$125 non-refundable reservation fee and a \$75 Security Deposit**).

By signing below, I represent that:

- a) All information contained herein is true and correct.
- b) It is also understood that Landlord, where required, will run a credit check on the Guarantor and a criminal background check on the Applicant to determine application approval.
- c) I authorize verification of my student or employment status with Ohio University or Hocking College. I understand that I must be either an enrolled student or employee of either Ohio University or Hocking College to be eligible to lease at University Courtyard. In addition, I must be exempt from the on-campus housing requirement for freshmen and sophomores imposed by Ohio University by the time my lease takes effect.
- d) My Security Deposit will be forfeited in full if my application is approved but I choose not to execute a lease agreement (applicable state laws apply) in 3 days.
- e) I understand a financially responsible Guarantor is required for every lease and that this Guarantor must also meet all approval requirements. Failure to provide a Guarantor will entitle us to refuse your application for that reason and to retain applicable fees agreed for liquidated damages.
- f) My permission is not required to lease vacant bedrooms in the apartment assigned to me.
- g) Roommate compatibility is not guaranteed.

Application is for information only and does not obligate Landlord to execute a lease or deliver possession to proposed resident(s).

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_





## Roommate Profile Form

The following information will be used for roommate matching only. Please complete this form honestly so that you can avoid conflicts next year.

2009-2010 Class:  Sophomore  Junior  Senior  Graduate Student

Major(s): \_\_\_\_\_

Local Telephone Number: \_\_\_\_\_ Permanent Telephone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Requested Roommate(s): \_\_\_\_\_

Smoking:  I smoke.  I do not smoke.  I prefer to live in a smoke-free environment.

Drinking:  I drink.  I do not drink.  I cannot drink, as I am not of age.

I prefer to live in an alcohol-free environment.

Noise:  Other people consider me to be a quiet person.

Other people consider me to be an average person.

Other people consider me to be a loud person.

Cleaning:  I prefer that the apartment be cleaned every night.

I prefer that the apartment be cleaned once a week.

I prefer that the apartment be cleaned every month.

I prefer that the apartment be cleaned once a semester.

Cooking:  I plan to cook every night.  I plan to cook once a week.  I do not plan to cook.

Studying:  I prefer to study in my bedroom.

I prefer to study at the dining room table or in the living room.

I prefer to study at the library, in a classroom or another on-campus building.

I study 0-2 times per week.  I study 2-5 times per week.  I study daily.

Schedule:  I have mostly morning classes.  I have mostly evening classes.

I am a morning person.  I am a night person.

Coed vs. Single Gender  I would prefer NOT to have roommates of the opposite gender.

I would not mind having roommates of the opposite gender.

On most weeknights I like to:  Watch TV  Go Out  Study  Entertain Friends

Listen to Music  Talk on the Phone

On most weekends I like to:  Watch TV  Go Out  Study  Entertain Friends

Listen to Music  Talk on the Phone

I would be interested in contributing the following items for general use in the apartment:

Kitchenware  Electronics  Decorative Items  Small Appliances  Supplemental Furniture

**University Courtyard Apartments has my permission to release this information to prospective roommates.**

Name \_\_\_\_\_

Apartment \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_