



# THE GARDENS

WESMONT STATION

## Application Requirements

Thank you for applying for an apartment at The Gardens at Wesmont Station. Please provide us with the following items so that we may process your application:

1. Copy of Photo Identification (for each applicant)
2. Copy of Social Security Card (for each applicant)
3. Proof of Income (W2, Four weeks of pay stubs, letter of employment from current employer stating earnings – for each applicant)
4. Completed and signed application with all supporting documents filled out in their entirety.
5. A **MONEY ORDER, OR CERTIFIED CHECK** in the amount of **\$50.00** made payable to The Gardens at Wesmont Station, LLC, (this is a non-refundable application fee). Please add **\$25.00** for each additional applicant over the age of 18 that will be living in the apartment.
6. A **MONEY ORDER OR CERTIFIED CHECK** in the amount of **\$250.00** as a refundable deposit towards your first months rent. (Deposit may be forfeited after three days of application approval or upon applicants notice of cancellation to move in.)

**Applications cannot be processed until ALL of the above information has been provided.**

**Once your application has been approved, you will need to provide the following:**

1. A **MONEY ORDER** or **CERTIFIED CHECK** made payable to: *The Gardens at Wesmont Station, LLC* for the balance of your first months rent. This deposit must be paid within 48 hours in order to hold the apartment.
2. Two separate **MONEY ORDERS** or **CERTIFIED CHECKS** for township inspections. One in the amount of \$50.00 made payable to, *The Borough of Lodi*. The other for \$75.00 payable to, Fire Prevention Bureau.
3. At lease signing you will need to provide a **MONEY ORDER** or **CERTIFIED CHECK** for your security deposit in the amount of 1 month or 1½ months rent based on our scoring model.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





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## Resident Selection Criteria

**Income:** Each occupant over the age of 18 is required to complete an application. Each applicant must demonstrate a verifiable income. The minimum annual income requirements are as follows: Applicant must earn three times the annual rent.

**Combined Income:**

The combined income of roommates will be considered, provided each applicant earns a minimum of 60% of the total qualifying income.

**Credit:**

A credit history depicting any of the following may be grounds for denial:

- a. Unpaid liens or judgments.
- b. Bankruptcy, unless applicant can provide verification that positive credit has been reestablished and maintained after three years of discharge.
- c. A statistically validated scoring model is used to measure each applicants risk in terms of paying their monthly rent. The model takes into consideration many aspects of an applicant’s credit history and income to determine the amount of risk for that particular applicant. Management has set specific decision points within the models score range for The Gardens at Wesmont Station. An applicant may be approved or denied based on the scoring model.

**Rental History:**

Applicant must demonstrate a minimum of two (2) years rental or ownership history if applicable. History of a poor payment record, destructive or abusive behavior or poor housekeeping practices may be grounds for denial.

**Co-signers:**

Co-signers will be considered only where income is deficient, not with credit or job defaults. Co-signers must qualify at 1.5 times the qualifying income.

**Criminal:**

A criminal background check will be run on all approved applications. Any conviction of a crime may result in the application being denied.

**Occupancy:**

There is a maximum occupancy limit on each type of apartment. One bedroom – 2 occupants and two bedrooms – 4 occupants. Violation of this regulation will result in eviction if not corrected immediately.

Please be advised, an apartment will only be held for you once we receive a fully completed application and required deposit fee/s. Our company policy is based on a first come, first serve basis.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date





## RENT AND POLICY SCHEDULE

<u>UNIT TYPE</u>	<u>TOTAL UNITS</u>	<u>SQ. FT.</u>	<u>CURRENT RENT</u>	<u>WEEKLY INCOME REQUIREMENT</u>	<u>DATE OF CHANGE</u>
One BR	248	500	\$1355.00 - \$1570.00	\$940 - \$1070	9/01/18
One BR LG	36	625	\$1435.00 - \$1650.00	\$995 - \$1125	9/01/18
Two BR	330	675	\$1569.00 - \$1784.00	\$1086 - \$1220	9/01/18
Two BR LG	28	785	\$1669.00 - \$1884.00	\$1155 - \$1290	9/01/18

### OCCUPANCY STANDARDS:

One bedroom – up to two persons maximum  
Two bedroom – up to four persons maximum

### PREMIUMS:

Garages: \$99.00 per month  
Outdoor Parking \$35 per month

### COMMUNITY POLICIES

Lease Term: 12 months

### PETS (Restrictions Apply)

\$35.00 per month per dog or cat  
\$250.00 One-time Non-Refundable Pet Fee, Per Apt.

### DEPOSITS

Security: Equal to 1 or 1½ months rent

(Amount of security deposit is subject to change based on application process and qualifying applicants.)

**A separate Money Order must be provided for your security deposit.**

### LEASE RENEWAL POLICY

Lease Term: 12 month Lease term. Increases based on market rents or rent control  
Lease Buyout: Upon first renewal: Tenant may purchase 60 Day Termination Rider for \$500  
Month to Month: Upon first renewal: Tenant may sign a 'MTM' addendum for \$100 monthly fee  
Lease Break: 30 days' notice and penalty equal to two month's current rent  
Internal Transfer: \$500.00 if during lease term. No charge if term is fulfilled. (Other conditions apply)

### GENERAL FEES

Application Fee: \$50.00 – First Applicant \$25.00 each additional, 18 or older (Fee is nonrefundable, payable to The Gardens at Wesmont Station, LLC)  
Holding Fee: \$250.00 refundable holding deposit (holds apartment for 48hrs only!)  
Township Fee: \$50.00 Payable to: Borough of Lodi  
Fire Dept. Fee: \$75.00 Payable to: Lodi Fire Prevention Bureau  
  
NSF Fee: \$35.00 For Non-Sufficient-Fund payments, (bounced checks)  
Late Fee: 5% of the current month's unpaid rental balance

MONEY ORDER or CERTIFIED CHECK must be used to pay application fee, security deposit, inspection fee and first month's rent.

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

\_\_\_\_\_  
Date



**VERIFICATION OF LANDLORD HISTORY**

To \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Verification of information supplied by the applicant shown below

Name \_\_\_\_\_  
Address \_\_\_\_\_  
SSN \_\_\_\_\_

This person has applied for an apartment at The Gardens at Wesmont Station, LLC. We are required by the owner to verify all information that is used in determining this person's eligibility. We ask your cooperation in providing the following information and returning it to The Gardens at Wesmont Station, LLC at the address below, fax it to **646-723-9365** or email to **info@thegardensatwesmontstation.com**. The applicant has consented to this release of information as shown here.

**Information being requested:**

1. How long did the applicant reside at this address? \_\_\_\_\_
2. How many bedrooms? \_\_\_\_\_ How many people lived in this unit? \_\_\_\_\_
3. What was the monthly rent? \_\_\_\_\_
4. What was included in the rent?  Gas  Electric  Heat  Hot water
5. Was the applicant ever late in the payment of the monthly rent? \_\_\_\_\_ If yes, how many times after the 5<sup>th</sup> of the month in the past year? \_\_\_\_\_
6. Was the applicant destructive to the apartment/home or the surrounding areas? \_\_\_\_\_  
If yes, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. What living condition did the applicant maintain?  Acceptable  Unacceptable
8. Did the applicant give proper notice? \_\_\_\_\_ What was the reason for leaving?  
\_\_\_\_\_
9. Would you re-rent to him in the future? \_\_\_\_\_ If not, Why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Additional Comments:

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

\_\_\_\_\_  
Print name and title of person giving information

\_\_\_\_\_  
Name of Agency or Organization

\_\_\_\_\_  
Signature of person giving information

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone number

I hereby authorize the release of the requested information

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

\_\_\_\_\_  
Date





## REQUEST FOR VERIFICATION OF EMPLOYMENT CONVENTIONAL PROPERTIES

<b>Name and Address of Applicants Employer:</b>  <hr/> <hr/> <hr/> <p>To Employer: An application has been made by the above named applicant for residency in our apartments. The applicant has indicated that he (she) is employed by you, and would appreciate it if you would confirm this employment in the space provided below.</p>	<b>Name of applicant:</b> <hr/> <b>Address:</b> <hr/> <b>Social Security Number:</b> <hr/> <b>Work Division or I.D. Number:</b> <hr/> <p>I hereby give my approval for verification of my employment and salary status.</p> <hr/> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Applicant Signature</td> <td style="width: 30%;">Date</td> </tr> </table>	Applicant Signature	Date
Applicant Signature	Date		

### EMPLOYER'S VERIFICATION

Present Position	Date Hired	Present Rate of Pay
		Hourly \$_____ X _____ hrs/wk X _____ wk/yr Weekly \$_____ X _____ wk/yr Annual \$_____ Per Year

<b>Additional Compensation:</b> (Actual Amounts received over the last twelve months)	Overtime \$ _____ Commissions \$ _____ Bonus \$ _____ Tips \$ _____
------------------------------------------------------------------------------------------	------------------------------------------------------------------------------

<b>Probability of continued employment:</b>	<b>Anticipated <u>Total</u> Income for the Next 12 Months:</b>
---------------------------------------------	----------------------------------------------------------------

**Military Service:** If Applicant is in military service please report income on a monthly basis as follows:

Base Pay \$ \_\_\_\_\_; quarters & subsistence \$ \_\_\_\_\_; flight or hazard duty allowance \$ \_\_\_\_\_.

Please return this from to:  <div style="text-align: center;">           The Gardens at Wesmont Station            1 Marion Pepe Drive, Apt. #A            Lodi, NJ 07644            T: 973-778-7082            F: 646-723-9365            info@thegardensatwesmontstation.com         </div>	<table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Employers Signature</td> <td style="width: 30%;">Date</td> </tr> <tr> <td>Title</td> <td>Phone</td> </tr> </table> <p style="text-align: center;"><b>Thank you for your assistance.</b></p> <hr/> Management Representative	Employers Signature	Date	Title	Phone
Employers Signature	Date				
Title	Phone				

**Jersey Central Management - Equal Housing Opportunity**





The Gardens at Wesmont Station, LLC  
 1 Marion Pepe Drive, Apt. #A  
 Lodi, NJ 07644  
 T: 973-778-7082  
 F: 646-723-9365



**THE GARDENS**  
 WESMONT STATION

E: info@thegardensatwesmontstation.com

**APPLICATION FOR RENTAL**

NOTICE: All adult applicants (18 or older) must complete a separate application for rental.  
 Gray Areas Are to be Filled Out by Leasing Consultant

<i>Application Date:</i>	<i>Holding Deposit Due(VAC):</i>	<i>Rent:</i>	<i>Move In Date:</i>	<i>Leasing Consultant:</i>
<i>Apartment No:</i>	<i>Holding Deposit Due (NTV):</i>			

**APPLICANT INFORMATION**

<b>Last Name</b>		<b>First Name</b>		<b>Middle</b>
<b>SSN Government Issued ID #</b>		<b>Date of Birth</b>		<b>Email Address</b>
<b>Cell Phone</b>		<b>Home Phone</b>		<b>Work Phone</b>



**CURRENT ADDRESS**

<b>Street Address</b>		<b>City, State</b>		<b>Zip</b>
<b>Date In</b>	<b>Scheduled Move Out Date</b>	<b>Landlord/Mortgage Co. Name</b>		<b>Landlord Phone</b>
<b>Current Rent/Mortgage</b>	<b>Reason for Leaving</b>			

**PREVIOUS ADDRESSES (LIST ALL ADDRESSES PAST 5 YEARS)**

<b>Street Address</b>		<b>City, State</b>		<b>Zip</b>
<b>Street Address</b>		<b>City, State</b>		<b>Zip</b>
<b>Street Address</b>		<b>City, State</b>		<b>Zip</b>

Support Animals for the disabled are not considered pets, but do require advance written approval from management.

<b>PETS</b>			<b>Type</b>			<b>Breed</b>			<b>Lbs. at full growth</b>		
			Type	Breed	Lbs. at full growth	Type	Breed	Lbs. at full growth	Type	Breed	Lbs. at full growth

**CURRENT EMPLOYMENT & INCOME INFORMATION**

<b>Job Title</b>		<b>Employer/Company/Address</b>			<b>Monthly Gross Salary</b>
<b>Supervisor Name</b>			<b>Supervisor Phone</b>		<b>Start Date</b>
<b>(2<sup>nd</sup> Job if Applicable ) Job Title</b>		<b>Employer/Company/Address</b>			<b>Monthly Gross Salary</b>
<b>Supervisor Name</b>			<b>Supervisor Phone</b>		<b>Start Date</b>
<b>Other Income Description if applicable</b>					<b>Monthly Income</b>

**VEHICLE INFORMATION**

Year	Make	Model	Color	License Plate #

**EMERGENCY CONTACT**

Name	Relationship	Address	Phone

**PLEASE ANSWER THE FOLLOWING QUESTIONS**

Have you ever been convicted for a crime? (CIRCLE) YES NO	If so, please list and explain the nature of the crime:
Have you ever been evicted by a Landlord? (CIRCLE) YES NO	If so, please list and explain the nature of the eviction:
Any Litigation, such as Suits, Judgments, Bankruptcies, Foreclosures, etc.? YES NO	If so, please explain:

List Names and DOB for EVERY Person that will be residing in your home below

FIRST NAME	LAST NAME	DATE OF BIRTH	RELATIONSHIP TO APPLICANT

**OTHER INFORMATION**How did you hear about The Gardens at Wesmont Station Apartments? *(Please Be Very Specific)*

Please include any other information you believe would help to evaluate this application:

I have read the foregoing and certify the information herein is TRUE and CORRECT, and that this application is submitted for the purpose of inducing approval of this application in my behalf. I understand that the procedure for processing my application includes the preparation of an investigative Consumer Report, whereby information is obtained through credit report(s), court records, and personal interviews with my current and/or previous landlord, employer, or others with whom I am acquainted. I hereby consent for you to process our application through Corelogic to obtain and verify my credit information, including, but not limited to a criminal background check for the purpose of determining whether or not to lease an apartment to me. This inquiry may include, but is not limited to, information regarding my character, general reputation, personal characteristics, and mode of living. I have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation. Furthermore, I understand that should I lease an apartment, you shall have a continuing right to review my credit information, rental application, criminal background, payment history and occupancy history for account review purposes and for improving application methods. I hereby agree to execute a lease in accordance with the terms set forth in the rental application, in the event of the approval of this application. ***If I decide to cancel this application or fail to sign the lease I understand I would forfeit the non-refundable application fee/s and deposits/rent paid.*** Owner and/or agent for the owner reserve the right to reject this application and to refuse possession of the above mentioned accommodations. I/We understand that if our name(s) appear on the register of sex offenders, as well as on court records or the like, this application may be rejected. This information is not privileged, and is valid in copy and fax form.

**Don't Forget to Include the Following with your Application:**

Gov't Issued Photo ID

Social Security Card

Proof Of Income

Application Fee + Holding Deposit

Applicant Signature

Date Signed

Preferred Move In Date

**Office Use Only Beyond This Point**

Application Was (Circle One):

Approved

Conditionally Approved

Declined

Leasing Director Has Reviewed Application and All Documents Provided 

Leasing Director Signature

Date

Apartment Leased to Applicant

Rent

Move In Date

Agent