



# 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 **\$350.00** 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





## RENT AND POLICY SCHEDULE

<b>UNIT TYPE</b>	<b>TOTAL UNITS</b>	<b>SQ. FT.</b>	<b>CURRENT RENT</b>	<b>WEEKLY INCOME REQUIREMENT</b>	<b>DATE OF CHANGE</b>
One BR	248	500	\$1425.00 - \$1725.00	\$986 - \$1194	1/18/20
One BR LG	36	625	\$1585.00 - \$1810.00	\$1097 - \$1253	1/18/20
Two BR	330	675	\$1635.00 - \$1935.00	\$1131 - \$1339	1/18/20
Two BR LG	28	785	\$1800.00 - \$2025.00	\$1246 - \$1401	1/18/20

### OCCUPANCY STANDARDS:

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

### PREMIUMS:

Garages: \$110.00 per month  
Outdoor Parking \$35 per month

### COMMUNITY POLICIES

Lease Term: 12 months

### PETS (Restrictions Apply)

\$45.00 per month per dog and \$35 per cat  
\$300.00 1<sup>st</sup> pet \$150 2<sup>nd</sup> pet, 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: \$350.00 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





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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



**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>	Name of applicant: <hr/> Address: <hr/> Social Security Number: <hr/> Work Division or I.D. Number: <hr/> I hereby give my approval for verification of my employment and salary status.  <hr/> Applicant Signature <span style="float:right">Date</span>
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### 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 \$ _____
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<b>Probability of continued employment:</b>	<b>Anticipated <u>Total</u> Income for the Next 12 Months:</b>
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**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:  The Gardens at Wesmont Station 1 Marion Pepe Drive, Apt. #A Lodi, NJ 07644 T: 973-778-7082 F: 646-723-9365 <a href="mailto:info@thegardensatwesmontstation.com">info@thegardensatwesmontstation.com</a>	<hr/> Employers Signature <span style="float:right">Date</span> <hr/> Title <span style="float:right">Phone</span> <hr/> <b>Thank you for your assistance.</b> <hr/> Management Representative
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**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**

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

**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>



**MULTIPLE DWELLING REPORTING RULE TENANT/APPLICANT INQUIRY**

The **New Jersey Law Against Discrimination**, N.J.S.A. 10:5-1 to -49, makes it unlawful to discriminate in the sale or rental of housing based on a person’s race, creed, color, national origin, ancestry, nationality, affectional or sexual orientation, disability, gender, marital status, familial status (whether you have a child, a parent-child relationship with a minor, or you are pregnant), lawful source of income or rental subsidy used for rental payments.

The **New Jersey Division on Civil Rights** is the State agency that is authorized to enforce the Law Against Discrimination. Under the Division’s **Multiple Dwelling Reporting Rules**, N.J.A.C. 13:10-1.1 to -2.6, the Division requires landlords to collect and record information about applicants for apartment rentals and tenants in apartment complexes throughout New Jersey. The **Multiple Dwelling Reporting Rule** requires landlords to provide a summary of this information to the Division and to retain the information on this form. **The information is used to prevent and eliminate discrimination in housing.** Your cooperation in filling out this form will assist the Division in enforcing the Law Against Discrimination.

Please note that, although landlords must record certain information about the race and ethnicity of applicants and tenants, it is unlawful to record or ask applicants or tenants about other characteristics such as religion, gender, marital status or affectional or sexual orientation.

If you feel you have been denied housing or treated differently for one of the reasons listed above, you may contact the Division on Civil Rights at (609) 984-3138 for referral to a local Division office for additional information or assistance.

Visit the Division on Civil Rights Web site at: [www.NJCivilRights.org](http://www.NJCivilRights.org)



• •  
Tenants/applicants: Fold & tear along dotted line and retain top portion for your records

**MULTIPLE DWELLING REPORTING RULE TENANT/APPLICANT INQUIRY**

**If the tenant/applicant chooses not to complete this form, the landlord or the landlord’s representative is required to conduct a visual observation of the tenant or applicant and then complete this form as accurately as possible.**

**This form is not intended to be a part of the rental application process and must be kept separate and apart from rental records.**

Tenant  Applicant Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Race/Ethnicity: Please check all that apply to leaseholders (tenants) or applicants.

- Black or African American:** a person having origins in any of the original peoples of Africa
- Hispanic or Latino:** a person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish origin or culture, or a person having a Spanish surname
- Asian:** a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
- American Indian or Alaska Native:** a person having origins in any of the original peoples of North or South America
- Native Hawaiian or Other Pacific Islander:** a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands
- White or Caucasian:** a person having origins in any of the original peoples of Europe, the Middle East, or North Africa

Date: \_\_\_\_\_ Completed by:  Tenant  Applicant  Landlord

**If you have any questions regarding this inquiry please contact the Division on Civil Rights, Multiple Dwelling Unit at 609-984-3138 between the hours of 9:00 to 5:00 Monday through Friday, or e-mail the MDRR unit at [DCRMDRR@njcivilrights.org](mailto:DCRMDRR@njcivilrights.org)**

