

SOUTHWOOD SQUARE APARTMENTS

14 Southwood Drive, Stamford, CT 06902
PHONE: 203-964-4700
FAX: 203-964-4799
EMAIL: info@southwoodsquare.com
INTERNET: www.southwoodsquareapts.com

Rental Application

Name: _____

Present Street Address: _____

City: _____ State: _____ Zip: _____

Telephone No: _____ Birth Date: _____

Soc. Sec. No: _____ Sex: _____

List all persons who will occupy the apartment in our community.

Name	Age	Sex	Relationship	Annual Wage
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_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____
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Present Housing: **Own** _____ **Rent** _____ **Other** _____

Landlord's Name: _____

Landlord's Street Address: _____ City: _____

State: _____ Zip: _____ Landlord's Phone: day _____ eve _____

Dates of Residency: _____ Monthly Rent: _____ Utilities _____

Previous Housing: **Own** _____ **Rent** _____ **Other** _____

Landlord's Name: _____

Landlord's Street Address: _____ City: _____

State: _____ Zip: _____ Landlord's Phone: day _____ eve _____

Dates of Residency: _____ Monthly Rent: _____ Utilities _____

Your Previous Address: _____

Annual Income

Employer: _____ Occupation: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Dates Of Employment: _____ Salary: _____

Second or Previous Employer: _____ Occupation: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Dates Of Employment: _____ Salary: _____

Other Income

Social Security: _____

Veteran's Asst: _____

Pensions: _____

Supp. Sec. (SSI): _____

A.F.D.C. _____

Other Income: _____

Assets

Stocks: _____

Real Estate: _____

Bonds: _____

Other: _____

Bank References

Name: _____ Address: _____

Account # _____

Name: _____ Address: _____

Account # _____

Credit References

Name: _____ Address: _____ Acct #: _____

In Case of Emergency, Please Contact:

Name: _____ Relationship: _____
Address: _____ Phone: _____

Race (Optional)

This information is an aid in maintaining Equal Housing Opportunity Goals and accomplishments.

- () Asian or Pacific Islander () American Indian
- () Black () White
- () Hispanic () Other (please specify)_____

I understand that this is a preliminary application. I also understand that additional information may be requested at a later date to complete the processing.

In consideration for being permitted to apply for this apartment. I, Applicant, do represent all information in this application to be true and accurate and that the owner/manager/employee/agent may rely on this information when investigating and accepting this application. Applicant hereby authorizes the owner/manager/agent to make independent investigations to determine my credit., financial and character standing. Applicant authorizes any person, or credit checking agency having any information on him/her, to release any and all such information to the owner/manager/employee or their agents or credit checking agencies. Applicant hereby releases, remises and forever discharges, from any action whatsoever, in law and equity, all owners, managers, and employees, or agents, both of Landlord and their credit checking agencies in connection of processing, investigating, or credit checking this application, and will hold them harmless from any suit or reprisal whatsoever, I understand that the credit report (rental history, arrest and/or conviction records, and retail credit history) will be done through First Advantage SafeRent Inc., 888-333-2413.

The above statements are made under the penalties of perjury and all must be verified.

No campers, commercial vehicles, or waterbeds without written consent from the management.

NO PETS ARE ALLOWED.

\$ _____ is a non-refundable processing fee.

\$ _____ is an initial deposit only refundable with three (3) days and retained if applicant cancels after this three-day period. It will be applied to the first month’s rent if the applicant is accepted, and returned if the applicant is denied.

All processed applications will be approved or declined by the Management Company.

Leasing Agent: _____ Applicant’s Signature: _____

Date: _____ Date: _____

Information for Persons Applying

Fair Housing and Equal Opportunity

The Management and staff of this property will not discriminate on the basis of race, color, creed, national origin, religion, sex, family status, or handicap in any phase of the occupancy process. The occupancy process includes, but is not limited to, application, access to common facilities, and termination of tenancy.

Name of Development: Southwood Square
Management Office
Phone: 203-964-0085

Application Process

An applicant is a person or family that has completed a written application provided by management. The following criteria needs to be met in order to be placed on the waitlist:

- Applicants must fill out the application in its entirety. If it is not filled out entirely, it will be returned.
- If an applicant is applying for a particular subsidy program available at the complex, the applicant must meet the eligibility requirements. A preference form will be attached to the application. Preferences will affect placement on the list.
- If there is a waiting list, an applicant must respond to the update letters sent by management. If an applicant moves or circumstances regarding housing changes, the applicant is responsible for notifying management. If an applicant fails to respond to an update letter, the application will be removed from the waitlist. Placement on the waitlist in no way guarantees the applicant will be offered a unit. An applicant will be placed on a waiting list for one size apartment.

Reasonable Accommodation in Policies, Procedures, and Services

This property will make reasonable accommodations in policies, procedures, services and facilities, if necessary, to afford a person with disabilities equal opportunity to use and enjoy a dwelling unit or the common areas and facilities of the property. We enthusiastically endorse the rights of individuals with handicaps to request reasonable accommodations at any time to make our property or services more accessible.

Management Agent

The management agent for this property is BCJ Management Limited Partnership, 280 Burrows Street, Pittsburgh, PA 15213, 412-682-5288(Voice), 412-682-56077 (Fax).

Section 504 Coordinator

Kate McDermott is the Section 504 Coordinator for this property. She may be contacted at 617-822-7300 (voice), (617) 822-1881 (TDD).

**Professionally managed by
BCJ Management LP**

