

MCDONALD MANAGEMENT, LLC

608 Packard Road
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RENTAL APPLICATION

Equal Housing Opportunity

We thank you for choosing one of our properties! Please review your application before submitting it for processing to make sure we have complete information and phone numbers. **Incomplete applications will delay the processing.**

The undersigned hereby makes application to rent unit # _____ located at _____.

MOVE IN DATE: Fall Spring Other

RENTAL RATE: \$ _____ SECURITY DEPOSIT \$ _____

Non-refundable fee of \$50.00 per applicant paid by: check money order

PLEASE TELL US ABOUT YOURSELF

Full Name _____ Phone Number _____
Date of Birth _____ SS # _____
Email Address _____
Current Address _____ City _____
State _____ Zip _____
Driver's License/ID Number _____ State _____
Names of all persons that will be living w/you _____

Parent/Guardian Name _____ Relationship to applicant _____
Address _____ City _____ State _____ Zip _____

In case of emergency notify _____ Phone _____

Do you have a car? _____ motorcycle? _____ make _____ color _____ plate# _____ state _____

Source of Funds for Rent: _____

BACKGROUND INFORMATION

1. Have you ever been evicted from a rental situation for non-payment of rent? Yes No
2. Have you ever been convicted of a misdemeanor or felony? Yes No
 If yes, please explain _____

3. Have you ever rented from McDonald Management or Keystone Properties before? Yes No

HOW DID YOU HEAR ABOUT US?

- RentLinx
- Off Campus Housing
- Banner on Building
- Friend
- U of M website
- M-Live/A2News
- Website (please specify which one) _____

APPLICATION PROCESSING/ LEASE SIGNING/POSSESSION INFORMATION

The deposit you have made in the amount of **\$200.00 is** an earnest money deposit that will hold this apartment/house during the processing of this Application and will not be refunded after the Application has been approved. If this Application is not approved by us, the full amount of your earnest money deposit will be returned to you. Upon execution of the Lease your earnest money deposit will be applied toward our required Damage and Security Deposit which is due upon signing of the Lease.

1. After you have been notified of approval of your Application a Lease Agreement must be signed within 10 business days or our offer to Lease may be withdrawn and your earnest money deposit shall be retained by us as liquidated damages.
2. Pets are not allowed unless agreed to in writing by both parties and appropriate fees are paid.
3. Possession of the premises is not guaranteed until McDonald Management LLC deems the apartment is ready for occupancy. McDonald Management LLC and/or Keystone Properties shall not be liable for any delay in possession of the premises due to causes beyond their direct control.

DISCLOSURE OF INFORMATION

I hereby certify that I am of legal age and that all information contained in this Rental Application is true and complete. I recognize that any falsification, misrepresentation or omission will result in the rejection of this Application. Additionally, I authorize McDonald Management LLC and/or Keystone Properties to investigate all statements contained in this application including but not limited to employment and income verification, landlord references, to obtain a credit report, criminal history and to periodically update this information throughout the Lease term or any extension thereof as allowed by law.

Applicant's Signature _____ Date _____

AUTHORIZATION TO RELEASE INFORMATION

I (your name), _____ hereby authorize you to release to McDonald Management LLC and/or Keystone Properties for verification purposes, information concerning:

- Employment history
- Rental History
- Credit History
- Criminal History

Name (please print)

Signature

Date

FOR OFFICE USE ONLY

Accepted _____ Rejected _____ By _____ Date _____

Reason for rejection _____

ADDENDUM TO RENTAL APPLICATION

1. **APPLICATION:** A completed set of applications (one per person), accompanied by a non-refundable processing fee of \$50.00 per person and an earnest money deposit of \$200.00 must be submitted to begin the approval process. Once approved, applicants will be expected to sign the lease within 5 business days, or our offer to lease may be withdrawn, and this deposit will be forfeited.
2. **LEASE AGREEMENT:** You will be signing a "joint and several" Lease Agreement which has been approved by the University of Michigan Off Campus Housing Office. This means that each person signing the lease will be responsible for the total rent due. McDonald Management LLC does not offer individual leases.
3. **SECURITY DEPOSIT:** As noted above, \$200.00 is due at the time of application. This amount is applied to the security deposit amount of \$_____. The balance of the security deposit is due at lease signing.
4. **LEASE DATES:** May leases will begin May 8th, 2009 and will end on April 29th, 2010. September leases will begin on September 4th, 2009 and end on August 20th, 2010. Contact office for any exceptions.
5. **PETS:** No pets are allowed without prior written consent of Lessor, which must include payment of all stipulated fees and an executed pet agreement as outlined in your lease. No Exceptions.
6. **INSURANCE:** A standard renters insurance policy protects you and your personal property in situations such as theft, fire and water damage. The insurance that we carry on the building covers the structure only. Renters insurance can be purchased at a nominal cost through most insurance agents.
7. **RENTAL PAYMENTS:** A total rent has been established for the lease term. This sum is divided by 12 months to arrive in 12 equal payments. Rent is payable in one check and is due on the first day of the month.
8. **TELEPHONE AND CABLE TV:** All orders and installations are the responsibility of the resident. Although many of the rental units have been pre-wired for phone and cable, McDonald Management, LLC does not guarantee the workability of existing phone lines, jacks or interface boxes.
9. **FURNISHINGS:** Some of our units may be fully furnished. The furniture provided in the Lease Agreement must remain in your unit for the term of the lease. Written authorization is required before Lessee is allowed to install air conditioners or any type of ceiling or wall mounted fixture.
10. **LEAD BASED PAINT DISCLOSURE:** A completely executed disclosure form (signed by all applicants) will be required with your rental application.

PLEASE INITIAL BELOW ACKNOWLEDGING YOU HAVE READ AND UNDERSTAND THIS "ADDENDUM TO RENTAL APPLICATION":

Initial(s) _____
Initial(s) _____
Initial(s) _____

Initial(s) _____
Initial(s) _____
Initial(s) _____

Lead-Based Paint Disclosure Form

Lead Warning Statement:

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing lessors must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention.

Timing of Disclosure:

The parties agree that this Lead-Based Paint Disclosure Form was executed before the Lessee was obligated under any contract to lease.

Lessor's Disclosure:**(a) Presence of lead based paint and/or lead based paint hazards:**

(i) Known lead-based paint and/or lead-based paint hazards are present in the housing.

(ii) Lessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the lessor:

(i) Lessor has provided the lessee with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below)

(ii) Lessor has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Lessee's Acknowledgement (INITIAL NEXT TO (c) & (d))

(c) _____ Lessee has received copies of all information listed above.

(d) _____ Lessee has received the pamphlet *Protect Your Family From Lead In Your Home*.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

LESSEE:

LESSOR: McDonald Management LLC, Agent

Lessee DateBy: _____
Date_____
Lessee Date_____
Lessee Date_____
Lessee Date_____
Lessee Date_____
Lessee Date