



Rental Qualifications

Before applying, please note the following:

1. The application fee is \$25 and can be paid with a money order or cashier's check, made payable to Yates Properties. We do not accept cash or credit cards in the office. If you'd rather pay via debit or credit card, please fill out the online application which can be found at www.yatesproperties.com.
2. Applicants with a credit score less than 600 will not be considered.
3. A monthly income of at least 3x the monthly rent is required (gross income).
4. Please be prepared to provide a valid government-issued photo ID and your most current income verification for at least two months (pay stubs, offer letter, tax return, etc.).
5. Please be prepared to provide 3 years of residential history and rental references.
6. Anyone over 18 must submit a separate rental application.
7. After your application is approved, we will notify you and proceed with the leasing paperwork. An executed lease stating your required security deposit amount will be due no less than 72 hours after approval or the unit will be placed back on the market.

APPLICATION PROCESS & LEASING TIMELINE: Upon receipt of the application and all necessary documents per person over 18 (application, \$25 application fee, income verification, photo ID), we will notify you of approval or denial within 3 business days. We accept applications on a first-come, first-served basis. We do not accept partial applications. Once approved, we will send you a leasing agreement. Upon receipt of the leasing agreement, you will have no more than 72 hours to review and to return the documents along *with the security deposit*. Security deposit is to be paid in full, with certified funds (money order or cashier's check). If you do not return the lease within 72 hours, we will cancel your application and place the unit back on the market. *Note: this timeline does NOT apply to pre-leased units at Mulberry Court Apartments, Phase II.

PETS: We allow pets at many of our properties. Breed/weight restrictions apply. Please ask for permission before applying. The non-refundable pet fee is \$300, and there is an additional rent of \$35.00 per month, per pet (limit of two pets). A pet addendum will become a part of the lease agreement.

CREDIT/BACKGROUND CHECKS: Yates Properties will conduct a thorough previous landlord verification, criminal background check, and credit check. The following items *may* result in our denial of your application: Bankruptcy; Judgment filed for nonpayment; Prior Eviction from Tenancy; Invalid Social Security Number; Poor credit rating; Past or present criminal activity, drug-related problems, or disruptive behavior; Lack of job security or short-term on a new job; Unfavorable personal, landlord, or professional references; Providing false application information.

SECURITY DEPOSIT: Security deposits are typically equivalent to one month's rent, although the landlord may request additional security deposit funds depending on credit/income factors. The security deposit is due no later than 72 hours after signing the lease agreement.

RESIDENTS: No one other than the residents listed on the application and lease may occupy the premises. Tenants are responsible for the conduct of all occupants and guests for any lease violations. The landlord's agent reserves the right to take legal actions for providing false information, lease violations, or nonpayment.

By signing below, the applicant understands the information and rental expectations provided above.

Applicant

Date

YATES PROPERTIES: Rental Application

Preferred Location / # of bedrooms / Property Address

Desired Move-in Date

Have you ever been convicted of a felony, faced eviction, filed for bankruptcy, or have a credit score below 600?

Yes No Explain: _____

1. GENERAL INFORMATION

FULL NAME

Social Security Number or EIN

Primary Telephone #

Email Address

Date of Birth

Current Street Address

Current Landlord

City/State/Zip Code

Landlord Telephone #

Current Rent

Term of Lease

Lease Expiration Date

Prior Street Address

Prior Landlord

City/State/Zip Code

Prior Landlord Telephone #

Prior Rent

Term of Lease

Lease Expiration Date

CURRENT EMPLOYER NAME

Address (Street/City/State/Zip Code)

Position

Supervisor's Name/Title

Business Telephone #

Monthly Income

Length of Employment

ADDITIONAL EMPLOYER/ADDITIONAL INCOME SOURCE

Address (Street/City/State/Zip Code)

Position/Type of Income

Supervisor's/Provider's Name/Title

Business Telephone #

Monthly Income

Length of Employment/Duration of Income or Benefits

2. AUTHORIZED OCCUPANTS (for anyone under 18) *not permissible in Mulberry Court Apartments Phase II

Name Relationship DOB

Name Relationship DOB

Name Relationship DOB

3. Vehicle Information:

Make Year Color License No.

Make Year Color License No.

4. Pets:

Type/Breed _____ Name _____ Weight _____ Age _____

Type/Breed _____ Name _____ Weight _____ Age _____

5. Emergency Contacts:

Name Relationship Telephone

Name Relationship Telephone

Signature of Applicant Date

Landlord's Agent Date

SIGNING THIS FORM ALLOWS YATES PROPERTIES TO PROCESS THE APPLICANT'S CREDIT AND BACKGROUND CHECK, AND TO MAKE PROPER INQUIRIES CONCERNING REFERENCES, INCLUDING LANDLORD/RENTAL VERIFICATION. UPON APPROVAL, APPLICANT'S SIGNATURE GUARANTEES THAT **CERTIFIED FUNDS** WILL BE PROVIDED FOR THE SECURITY DEPOSIT AND FIRST MONTH'S RENT.

Partial applications will be not be accepted. Applications are processed on a first-come, first-served basis.

Mail: Yates Properties, PO Box 757; Culpeper, VA. 22701
Physical Address: Yates Properties, 102 S. Main St. Suite 101, Culpeper, VA. 22701
Apply/Pay/Upload Documents Online: www.yatesproperties.com
Fax/Email: office@yatesproperties.com; 540-825-0098