

RENTAL APPLICATION

A nonrefundable credit check fee of \$ _____ must accompany each application. This fee is charged for costs related to securing credit check information on the applicant including but not limited to obtaining a credit report and **may include a criminal record check. Non-married co-applicants must file separate applications.**

Name of Landlord requesting investigation: _____
Type of report requested: Credit only: _____ Full Report: Criminal Report: _____
Phone # of above Landlord: _____ Fax #: _____

APPLICANT INFORMATION

Name (first, middle initial, last): _____
Home Phone: _____ **Work Phone:** _____ **Cell Phone:** _____
Marital Status: Married _____ Single _____ Separated _____ Divorced _____ Widow _____
Social Security Number: _____ Date of Birth: _____
Drivers License Number: _____ State Issued by: _____
Spouse Name: _____ Social Security Number: _____
Home Phone: _____ **Work Phone:** _____ **Cell Phone:** _____
Spouse Date of Birth: _____ Spouse Drivers License Number: _____
of Children: _____ # of People to Occupy Unit? (include everyone who will live here): _____
Pets? _____
Present Address: _____
City: _____ State: _____ Zip code: _____
How Long Have You Been At This Address? _____ Rental Rate: \$ _____
Landlord Name: _____ Landlord Phone #: _____
Please Provide Rental Information for the Last 3 Years
Previous Address: _____ Zip code: _____
Landlord Name: _____ Landlord Phone #: _____
How Long Did You Reside here? _____ Rental Rate: \$ _____
Have you ever been evicted or asked to move by a landlord? _____

Employment Information

Present Employer Name: _____
Address: _____
Personnel/Human Resources Phone Number: _____ Position: _____
Hire Date: _____ Salary: _____ Weekly/Monthly/Yearly

Prior Employment: Please provide all information for past 3 Years

Company Name: _____
Address: _____
Personnel/Human Resources Phone Number: _____
Prior Position: _____ How long employed: _____

Spouses Employment

Present Employer Name: _____
Address: _____
Personnel/Human Resources Phone Number: _____
Position: _____ Hire Date: _____
Salary: _____ Weekly/Monthly/Yearly

Spouses Prior Employment: Please provide all information for past 3 Years

Company Name: _____
Address: _____
Personnel/Human Resources Phone Number: _____
Prior Position: _____ How long employed: _____

Personal References

Name: _____ Phone #: _____
Name: _____ Phone #: _____
In Case of Emergency, Notify: _____
Phone Number: _____ Relationship to Applicant _____
Name of Bank: _____
Checking? _____ Savings? _____
Do you have any Additional Income to be considered? If yes, please list amount and source:

Automobiles to be kept on property:

Type: _____ Make: _____ Year: _____ Tag #: _____
Type: _____ Make: _____ Year: _____ Tag #: _____

Have you ever been convicted of a Felony? Yes No Declared Bankruptcy? Yes No
Have you ever been charged with a Sex Offense? Yes No
Any Judgments? Yes No Criminal Record Yes No

I/We certify that the information given in this application is true to the best of my/our knowledge, and I/We have not knowingly withheld any fact or circumstances which would, if disclosed, affect my/our application unfavorably.

Signature: _____ Date: _____

Signature: _____ Date: _____

AUTHORIZATION FOR CREDIT INVESTIGATION REPORT

I hereby affirm that my answers to the foregoing questions are true and correct and that I have not knowingly withheld any fact or circumstance, which would, if disclosed, affect my application unfavorably. As an inducement to enter into a contract, I authorize _____ to verify any and all information contained in this application, to perform a criminal background check, to inquire into my characteristics and mode of living, and I release all concerned from any liability, in connection with any information they may give. I also have been advised that I have the right, under the Fair Credit Reporting Act, section 606(8) to make a written request of _____, within a reasonable period of time for a complete and accurate disclosure of the nature and scope of the investigation. This authorization remains in effect throughout the term of any Lease Agreement entered hereafter and until any and all current and/or future legal and/or financial obligations to _____ have been satisfied.

Applicant: _____ Witness: _____ Date: _____

Applicant: _____ Witness: _____ Date: _____

APARTMENT LEASE

THIS LEASE, made this _____ day of _____, by and between _____
Landlord, and _____, Tenant(s).

WITNESSETH, that Landlord hereby leases to the Tenant and the latter hereby leases from the Landlord, the premises known as _____
Hampstead, MD 21074 beginning on the _____ day of _____ and ending on the _____
day of _____, at the rent of _____
per year, payable in equal monthly installments of _____
on the first day of each month, in advance; subject to the following conditions,
covenants and agreements:

1. Should this lease begin on other than the first day of a month, the rent for the partial month at the beginning of this lease shall be paid pro-rata, in advance. If the premises shall not be ready for occupancy at the beginning of the month, this lease shall nevertheless remain in effect, but the rent shall be abated proportionately until the premises are ready for occupancy.
2. The premises shall be used only as, and for the purpose of a private dwelling, any business, profession, trade or craft, must have the written approval of Landlord. It is further understood the premises shall not be occupied by any persons other than those named herein and their dependent and unmarried minor children. There will be no baby-sitting or childcare.
3. Neither the entire premises, nor any part thereof, shall be sublet or subleased or assigned.
4. The Tenant shall quit and surrender the premises at the end of the term of this lease, or any renewal thereof, in as good a condition as when received, reasonable wear and tear and damage by fire accepted. **When vacating an apartment the stove, refrigerator, baseboard heating, and other areas of the apartment must be clean. The carpet must be shampooed and the inlaid linoleum must be cleaned by a professional cleaner or _____
or the cost of having these cleaned will be deducted from Tenant's security deposit**

A \$150.00 non-refundable re-decorating fee will be due at the time of signing of the lease, plus a \$745.00 security deposit, which the total will equal one month's rent.

The tenant shall pay the Landlord the cost of repairing any damage done to the said premises by himself, his family, his guests, servants or employees whether said damage be caused by negligence, default or willful act.

If this unit has refrigerator furnished and said refrigerator becomes inoperative for any reason, Landlord shall not be obligated to repair or replace same. Tenant must service the refrigerator, and defrost it, if applicable. If service is required due to non-defrosting, service call shall be paid by Tenant, and if billed to Landlord shall be collected as additional rent.

In the spring and fall of each year all windows must be cleaned inside and out, and if not Landlord will have all windows cleaned at a rate not to exceed \$8.00 per window and such charges will be collectable as additional rent.

Tenant will return all keys when vacating the apartment.

If maintenance is called to unlock a door during regular business hours of Monday through Friday 8 a.m. - 4:30 p.m. there will be no charge. However, if maintenance is called to unlock a door on any weekend, holiday, or after hours, a \$20.00 fee will be charged as part of the rent for that month.

5. The Tenant will not make any **alterations, additions or changes in or to the premises, including no painting, papering, borders and stenciling thereof, without first obtaining the Landlord's written permission to do so.** Tenant shall not change the locks on the doors of the apartment or install additional locks, chains or fasteners without Landlord's permission and if such permission is given all expense shall be at the cost of the Tenant. In such event, Tenant shall provide Landlord with keys to any locks or fasteners installed by Tenant and shall be keyed to Landlord's master key.
6. The Tenant agrees and covenants to pay said rent promptly as it accrues, and to abide by and perform all covenants on Tenant's part to be performed, and it is further agreed that if said rent or any part thereof shall be in arrears at any time, that said Landlord may distrain therefore.

No such distraint, however, nor recovery of possession of the said leased premises shall deprive the Landlord of any other action against the Tenant for possession, for rent, or for damages.

7. If rent is not paid in full by the 7th of the month in which it is due, a late charge will be imposed in the amount of 5% of the monthly rental due and shall be collectable as additional rent.
8. If legal action is started to evict Tenant, Tenant agrees to pay the following as additional rent: cost of legal action including legal fees and Court costs, the cost of physically removing Tenant's possessions from premises, and any additional damages Landlord may incur by way of eviction. Said fees and charges shall be collectible as additional rent.

9. Tenant **WILL GIVE** Landlord **PROMPT NOTICE OF ANY DEFECTS OR ACCIDENTS TO PIPES, WIRING, HEATING, COOLING FIXTURES, OR ANY OTHER PART OF THE PREMISES.**
10. Landlord shall not be liable for any interruption to any utility service, nor for any damage to the person or property of Tenant or any person in or about said premises as the Tenant's agent, guest or invitee, unless caused by the fault, negligence or other misconduct of the Landlord.
11. No diminution or abatement of rent shall be claimed or allowed for inconveniences or discomfort arising from the making of repairs or improvements to the premises or to appliances, or damage caused by overflow of water as a result of broken pipes or defective water holding tanks or damages from surface water or any other type of flooding conditions for any changes made to comply with the law, ordinance or order of any governmental authority nor for any interruption or curtailment of any service. No interruption of occupancy for any such service shall be deemed a constructive eviction. Neither shall Landlord be responsible for lodging of any other inconvenience. It is recommended that Tenant obtain Renters Insurance.
12. The Tenant shall not do or keep, or suffer to be done or kept, anything in or on the premises which shall affect the insurance against fire or other hazards, or the rate thereof, on the building of which the leased premises is a part; or which shall violate any law, ordinance or government regulation, or the rights of the other Tenants of the building
13. No dogs, cats, or reptiles will be allowed and all other pets must be approved by Landlord, and, if required, a pet lease signed.
14. Noise or conduct in or on the premises which disturbs or annoys other Tenants or residents shall not be permitted at any time.
15. Children will not be permitted to play in halls, stairways, basement, parking or driveway areas. Children must not leave their play equipment in driveway or parking areas, and must have toys removed from lawn areas when lawn is to be mowed. It is understood that any other personal property such as picnic tables, grills, lawn chairs, etc., will be removed from lawn areas at mowing time.
16. No campers, trailers, trucks over 3/4 ton, unlicensed automobiles, abandoned or broken down vehicles, boats, skateboards or roller skates will be allowed on any apartment property including sidewalks, parking areas, and driveways.
17. No more than two automobiles per family will be allowed and they shall be parked in designated parking areas. Tenants shall refrain from parking in areas designated for guest parking. Tenant shall insure that their guests do not take another tenant's designated parking area.

No parking will be allowed in grass and trash dumpster must not be blocked. If

dumpster is blocked by Tenant or Tenant's guests and a special trip is required to empty dumpster, any special trip charge by the trash company will be billed directly to Tenant as additional rent. When snow removal is necessary, Tenant

will make every effort to move vehicles when snow is being pushed or as soon thereafter as possible.

18. Hallways and corridors shall be used for ingress and egress only. Nothing shall be stored in said areas. It is required that each Tenant vacuum and clean immediately outside the door to their unit, and stairways, steps, and front entrance areas, when necessary and if it applies.
19. The Tenant shall not display signs in the window or elsewhere, nor erect awnings, without written consent of Landlord. Tenant must install curtains, blinds or drapes within 30 days of occupancy and not have anything temporary covering the windows thereafter.
20. The Tenant shall use carefully, and for their legitimate purposes only, all plumbing, gas, electric and other fixtures, and shall pay for all repairs thereto not caused by ordinary wear and tear which shall be collected as additional rent.
21. This lease confers no rights in the Tenant to the exterior surfaces of the walls, or the roof containing the premises, or of the roof of the building containing the premises, or to the use for any purpose of any property of the Landlord outside the said building except the walks and roadways giving access thereto and such other areas as the Landlord may from time to time designate for the use of the Tenants.
22. The leased premises shall be kept by the Tenant in a neat, good and sanitary condition. Clothing, rugs, or other articles shall not be placed at any window of the apartment and nothing shall be shaken, hung or cleaned from windows and/or balconies. Sweepings, trash and food wastes shall be placed by Tenant in proper containers or trash bags and placed in dumpster or for town pickup.
23. Landlord agrees to provide garbage, trash removal, water and sewer and shall be bound to pay expenses for the same. Electric shall be furnished by Tenant, and heat shall be furnished by Tenant. Hot water shall be furnished by Landlord. Cooking gas, if applicable, shall be furnished by Landlord. Stove shall be furnished by Landlord, and refrigerator shall be furnished by Landlord. No washers, dryers or dishwashers shall be allowed in Tenant's apartment.
24. If the premises shall be damaged by fire or the elements, they shall be repaired with all reasonable diligence by the Landlord, and the rent shall continue; however, if the premises shall from such cause be rendered uninhabitable, then this lease shall terminate, and the Tenant, upon payment of any back rent and pro rata part of the rent to the date the premises are surrendered, shall not be liable for any further rent. In case of fire, Tenant shall give immediate notice to Landlord.

25. If Landlord shall deem this tendency undesirable by reason of objectionable or improper conduct on the part of Tenant, his family or visitors to this apartment, causing annoyance or disturbance to other persons, then Landlord may terminate this lease by giving said Tenant thirty (30) days written notice to vacate. The term of this lease shall terminate upon the expiration of the time herein mentioned, and Landlord shall thereupon be entitled to the immediate possession of said premises and may take possession thereof without legal process or may avail itself of any remedy provided by law.
26. It is understood that this lease agreement is for a one year term.

This lease can be renewed by the agreement of both parties for a like term unless Tenant has given Landlord, in writing, notice of Tenant's intent not to renew the lease; or unless Landlord has given Tenant, in writing, notice of Landlord's intent not to offer a renewal of the lease, each such notice to be given not less than sixty (60) days in advance of the termination date of the term then in existence. Rent for any renewal term shall be stipulated in writing by Landlord to Tenant.

It is understood however, if a new lease is not signed by both parties for a one (1) year term, and Tenant remains in the premises after the termination of any term of this lease, then Tenant shall become a bi-monthly tenant on a bi-month to bi-month basis, and Tenant's rent shall accrue in monthly increments in the same as the original term of this agreement at the rate designated by Landlord.

Tenant agrees to allow Landlord to show applicants who are interested in renting the apartment and shall be admitted on any day with a one-day notice.

If more than one person shall be Tenant hereunder, notice given to or by any of them shall bind all.

If tenant vacates the premises without a legitimate basis to do so under this lease, if tenant is in default under any of the terms, hereof, and is evicted for any reason, Tenant shall pay to Landlord, in addition to any rents or additional rents accrued, as liquidated damages for such breach, a sum equal to two (2) month's rent, reserving, however, unto Landlord the right to pursue recovery for physical damage to the property.

If tenant vacates the premises without a legitimate basis to do so under this lease, if tenant is in default under any of the terms, hereof and is evicted for any reason, Tenant shall be responsible for utilities to the premises for up to sixty (60) days following the date the premises was vacated.

If the lease agreement is broken by the tenant, the tenant will be responsible for the cost of advertising in the local paper until the unit is rented or until the end of the 60 day responsibility, costs not to exceed \$200.00.

27. Landlord shall have the right to enter the apartment to inspect the same, to make required repairs therein, and/or to enforce any provision of this lease. Semi-annual inspections will take place in the months of April and November with advance written notice given. If repairs are found to be necessary, Tenant will be given notice of the repairs necessary, and the scheduling of work to affect such repairs.
28. The failure of the Landlord to enforce strict performance of any covenant of this lease, or to exercise any right herein contained, shall not be construed as a waiver to enforce of such other covenant or right in the future, but the same shall continue in full force and effect unless the contrary is expressed in writing by the Landlord.
29. Tenant covenants and agrees that the Landlord and/or maintenance personnel shall not be liable for any injury or damage to the Tenant, or his property, personal injury or property damage to any occupant, visitor or business invitee of the Tenant, if such injury or damage occurred on property within the exclusive control of the Tenant, and was not caused by omission, fault, negligence or other misconduct of Landlord, and shall indemnify Landlord for any liability assessed against him for any such injury or damages.

Landlord, will not be liable for personal injury or property damage incurred in any hallway, stairway, parking area, play area, driveway or other area used by the Tenants in common, unless said personal injury or property damage was caused by the omission, fault, negligence or other misconduct of Landlord.

30. The Landlord shall have a security interest in all personal property of the Tenant located in and upon the leased premises as and for security for the rents and additional rents herein provided to be paid. Tenant shall, upon Landlord's request pay the costs of recording a financial statement of said security with the Maryland Department of Assessments and Taxation and with the Clerk of Court in the county where the rented premises is located, and the costs of such recording shall be collected as additional rent.
31. This lease in itself contains the entire agreement between the parties hereto, and the covenants, promises and agreements can in no way be changed or altered, except in writing between the parties hereto shall be legally binding upon the benefit of the respective parties, the personal representatives, successors or assigns of the respective parties.
32. If an emergency crisis should arise such as an energy shortage which causes drastic changes in Landlord's cost of supplying any of the services Landlord is required to supply, Landlord shall be entitled to make appropriate increases in the rent provided hereunder for the duration of the emergency causing the need for such increases, and such increase shall be collectible as rent.

33. Landlord hereby acknowledges receipt from Tenant of the security deposit hereinafter set forth which money has been deposited by Tenant as security for the faithful performance of the covenants and agreements made by Tenant in this Lease; but the Tenant shall have no right to require Landlord to indemnify itself from said sum of money or any part thereof with respect to any particular violation or default of Tenant and the appropriation of said sum of money or part thereof to indemnify for any such default or violation shall be at all time discretionary with Landlord. Such part of said sum as has not been appropriated by Landlord or which Landlord shall not be entitled to appropriate as aforesaid shall be returned to Tenant after the expiration of the term of this Lease as provided under Title 8 of the Real Property Article of the Annotated Code of Maryland, receipt of a copy of which the Tenant hereby acknowledges. The appropriation of all or part of said security deposit shall not be an exclusive remedy but shall be cumulative and in addition to any other remedy which Landlord is otherwise entitled to.
34. A security deposit in the amount of _____ has been paid by Tenant to Landlord and upon the termination of this lease or any renewal or extension thereof as hereby provided; said deposit shall be refunded to Tenant provided Tenant carries out and abides by the covenants of this lease. The security deposit shall be held, subject to all the provisions as set forth in Section 8-203 of the "Real Property Article" of the "Annotated Code of Maryland."
35. Whenever herein used, the single member shall include the plural, the plural member shall include the single, and the use of any gender shall include all genders.
36. Any notice to be given herein shall be considered as having been given when posted by Certified Mail, Return Receipt Requested, postage prepaid, to the Landlord at _____
37. It is understood NO SMOKING in your unit.

WITNESS the hands and seals of the parties hereto.

WITNESS:

_____ (Seal)

_____ (Seal)
- Tenant

_____ (Seal)
- Tenant

NOTICES REQUIRED REGARDING SECURITY DEPOSIT TO THE TENANT:

You are entitled to certain notices regarding the Security Deposit being taken under this lease. Your attention is called to the attached photocopy of MD Code Annotated, Real Property Article, S8-203, and particularly to Subsections:

- 8-203 (c) 8-203 (f)
- 8-203 (d) 8-203 (g)
- 8-203 (e) 8-203 (h)

BY THE TENANT:

I/We hereby acknowledge receipt of the aforementioned photocopy of MD Code Annotated, S8-203.

BY THE LANDLORD:

I hereby acknowledge receipt of a Security Deposit from Tenant (s) in the amount of \$ _____ this _____ day of _____
