

APPROVED \_\_\_\_\_  
 DENIED \_\_\_\_\_  
 APARTMENT \_\_\_\_\_  
 PRICE \_\_\_\_\_  
 Referral fees \_\_\_\_\_

**RENTAL APPLICATION**

Cherry Hill Apartments  
*Cliffside at Cherry Hill*

www.cherryhillnh.com

SCG Management  
 600 Bennett Way  
 Newmarket, NH 03857  
 Tel. (603) 659 5665  
 Fax. (603) 659 7441

**Applicant Name** \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Date of Birth \_\_\_/\_\_\_/\_\_\_ SSN\_\_\_\_-\_\_\_\_-\_\_\_\_ **Driver's License** \_\_\_\_\_ State \_\_\_\_\_

Vehicle: Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ License \_\_\_\_\_ State \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Current Address** \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Moved in \_\_\_/\_\_\_/\_\_\_ Managed by \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Monthly Rent \$ \_\_\_\_\_

**Previous Address** \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Moved in \_\_\_/\_\_\_/\_\_\_ Managed by \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Monthly Rent \$ \_\_\_\_\_

**Employed:**  Full Time  Part Time Salary \_\_\_\_\_  Student  Retired  Not Employed

Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_ Employed as: \_\_\_\_\_

Employer \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

HR/Supervisor \_\_\_\_\_ Phone ( ) \_\_\_\_\_ VERIFIED: \_\_\_\_\_ Date \_\_\_\_\_

**Other Residents (Relationship: i.e. roommate, spouse, child, etc.)**

PRINTED NAME	Relationship	Social Security Number	Date of Birth
2. _____	_____	____-____-____	___/___/___
3. _____	_____	____-____-____	___/___/___
4. _____	_____	____-____-____	___/___/___

**Pet (cat, bird, dog, etc.)**

Type: \_\_\_\_\_ Breed/species \_\_\_\_\_ Wt/Age \_\_\_\_/\_\_\_\_

\_\_\_\_\_ Breed/species \_\_\_\_\_ Wt/Age \_\_\_\_/\_\_\_\_

**Personal Information Release**

**I AUTHORIZE YOU TO CONTACT PREVIOUS LANDLORD(S), CREDIT, AND PERSONAL REFERENCES THAT I HAVE GIVEN IN THIS APPLICATION. I ALSO AUTHORIZE MANAGEMENT TO OBTAIN MY CONSUMER CREDIT REPORT. THE ABOVE INFORMATION, TO THE BEST OF MY KNOWLEDGE, IS TRUE AND CORRECT.**

Applicant: Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Please give us any additional pertinent information you would like us to consider while reviewing your application:

The information provided in this application is subject to the Cherry Hill Privacy Policy for Personal Information of Rental Applicants and Residents.

### Application Terms and Signature

I hereby apply to lease the above described premises for the term and upon the conditions above set forth, and agree that the rental is to be payable on the FIRST day of each month in advance. As an inducement to the owner of the property and to the agent to accept this application, I warrant that all statements above set forth are true; however, should any statement made above be a misrepresentation or not a true statement of facts, \$100.00 of the earnest money will be retained to offset the agent's cost, time and effort in processing my application.

I hereby deposit \$100.00 as earnest money to be refunded to me if this application is not accepted within FIVE business banking days. Upon acceptance of this application, this money shall be applied as part of the rental payment. If for any reason I withdraw my intent to move in after being notified of acceptance, the earnest money will be forfeited as liquidated damages in payment for the agent's time and effort in processing my inquiry and application, including making necessary investigation of my credit, character and reputation. When so approved and accepted I agree to execute a lease for TWELVE months before possession is given, and to pay the balance of one month's rent within FIFTEEN banking business days. If this application is not approved and accepted by the owner or agent, the earnest money will be refunded, the applicant thereby waiving any claim for damages by reason of non acceptance.

Signed \_\_\_\_\_ Date \_\_\_\_\_

#### **Management Use**

#### **Landlord Verification:**

by: \_\_\_\_\_

**Current:** Rented Period - Spoke to: \_\_\_\_\_ Late Payments? \_\_\_\_\_ Rent Again? \_\_\_\_\_  
Comments:

**Previous:** Rental Period - Spoke to: \_\_\_\_\_ Late Payments? \_\_\_\_\_ Rent Again? \_\_\_\_\_  
Comments:

#### **Employer Verification:**

by: \_\_\_\_\_

**Date:** / / Name \_\_\_\_\_ Title \_\_\_\_\_ Issues? \_\_\_\_\_

#### **Reasons for DENIAL of Acceptance:**

**Cherry Hill Apartments  
600 Bennett Way  
Newmarket, NH  
603-659-5665**

Privacy Policy for Personal Information of Rental Applicants and Residents

We are dedicated to protecting the privacy of your personal information, including your e-mail address, Social Security and/or other governmental identification numbers. We have adopted a privacy policy to help ensure that your information is kept secure. We follow all federal and state laws regarding the protection of your personal information.

**How information is collected.** You will be furnishing some of your personal information (such as your Social Security or other governmental identification numbers) at the time you apply to rent from us. This information will be on the rental application form or other document that you provide to us or to an apartment locator service, either on paper or electronically.

**How and when information is used.** We may use this information in the process of verifying statements made on your rental application, such as your rental, credit and employment history. We may use the information when reviewing any lease renewal. We may also use it to assist us in obtaining payment from you for any money you may owe us in the future or setting up required utilities.

**How this information is protected and who has access.** In our company, only authorized persons have access to your Social Security or other governmental identification number. We keep all documents containing this information in a secure area, accessible only by authorized persons. We limit access to electronic versions of the information to authorized persons only.

**How the information is disposed of.** After we no longer need your Social Security or other governmental identification numbers, we will store or destroy the information in a manner that ensures that no unauthorized person will have access to it. Our disposal method may include physical destruction or obliteration of paper documents or electronic files containing such information.

**Locator Services.** If you found us through a locator service, please be aware that locator services are independent contractors and are not our employees-even though they may initially process rental applications and fill our lease forms. You should require any locator services you use to furnish you their privacy policies as well.

Thank you,  
SCG Management Corp.

Please Sign and Date:

\_\_\_\_\_  
Resident

\_\_\_\_\_  
Resident

Apartment #: \_\_\_\_\_



## CHERRY HILL APARTMENTS

### APPLICATION AND MOVE-IN REQUIREMENTS

I understand, agree and accept the following conditions:

- Applications for all residents (excluding children) must be submitted for approval. A credit check, landlord reference and job/income verification will be performed.
- Upon approval of the application, the application fee will be used as partial payment of the First Month's Rent. If the application is denied, the fee will be returned in full. If, however, the application is approved and I cancel, or refuse an apartment held, I will forfeit the entire fee deposited.
- I will pay the Balance of the first month rent no later than 15 days after notification of approval.
- If my date of move-in does not occur on the first of the month, I will still be obligated to pay one full month's rent at move-in however, my following month's rent will reflect the pro-rate for that period.
- The Security Deposit will be due no later than one week prior to the scheduled move-in date if paying by personal check. Payment any time thereafter must be made by certified funds, money order, or cashier's check only.
- All LESSEES must sign the lease, and any balance due must be paid in full to receive keys to the apartment, storage, mailbox, etc.
- Any changes of move-in date, pets, residents, etc. must have prior approval of the Property Management Company.
- The Property Manager, at his/her discretion, may have the electric power transferred to my name prior to my move-in, as long as the amount of such a transfer is equal to or less than the sum I would normally pay to have the power turned over on the day of my move-in. This may require Cherry Hill Apartments to provide the utility company with my personal information in accordance the Privacy Policy for Personal Information of Rental Applicants and Residents.
- Any changes affecting the lease agreement without prior acceptance by the Management Company will be reason for immediate eviction.
- Any falsification on my application will be reason for immediate eviction.

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Printed Name/Signature of LESSEE

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Printed Name/Signature of LESSEE

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Date