



APT # _____ TENANT SELECTION CRITERIA

_____ Application Fee

\$35 per adult applicant (We Accept Money Order Only!)

Applications will NOT be processed until the Application Fee is received. Partial Payments are not acceptable.

Application Fee is NOT refundable.

Application Fees are due Per Application.

_____ Fully Completed Application, signed, and dated by each person 18 yrs. of age or older (Incomplete Applications will not be accepted.)

_____ Income verification
Accepted:

Filed tax return for most recent year
Pay Stubs for 1 full, most recent month
Colorado Financial Aide
Colorado Social Security
Award Letter(s) Signed by Agency
Colorado Housing Voucher

Self-Employment must provide a Form 4506 from the IRS

Notarized Employment Letter: Please include the following...

(Your name, hire date, position, monthly/annual wage, date & signed by employer)

Court Documentation for Child Support/Alimony Received

(All orders of support/modifications must be current and dated)

NOT Accepted:

Bank Statements
Un-notarized documents
Expired/outdated cards or documentation
Falsified Information
Internet personal documentation (IDs or background checks)
Court Orders/Modifications that are time dated over 1 year old

_____ Background Check (Lamar Apartments Administers/Confirms Background Information through our own Private Company)

_____ Citizenship Information

Social Security Card
Current valid Picture ID Card/ Driver's License, State Picture ID
Current valid Student ID Card with S# visible (If Student Discount is applicable)
Current valid Military Identification or documentation (If Military Discount is applicable)
Current valid Passport
Naturalization Certificate
Green Card
Temporary Visa (Work or Student)
USCIS "receipt" or other documents describing status

_____ Pet Policy Lease Criteria

Pet Policy Signed and dated
Pet Registration completed, signed, and dated
Non-refundable pet fee **\$350 per pet** (We Accept Cash or Money Order Only)!

Pet Policy, Pet Registration, & Pet Fee MUST be received and approved prior to pet entering the apartment
Service Animal (Must provide current license tag #, shot records, & be house broken)
Therapy Animal (Must provide current Medical Documentation, tag #, shot records, & be house broken)
Some restrictions may be applied! (Breed, size, weight, # of pets, etc.)
Visiting pets are included into the pet policy (they must be registered, signed policy needed, pet fee applies)

_____ 1st month's rent in FULL (second month will be prorated IF APPLICABLE)

_____ Vehicle Registration

2 vehicles per apartment
Must be current registration
You cannot register a vehicle that does not belong to you!
PARKING IS BY PERMIT ONLY!

_____ A working vacuum upon move-in

_____ Authentic Bed Bug Mattress covers on all Mattresses & Box Springs upon move in
Covers are to remain un-torn/damaged & intact during tenancy

_____ Signed Lead Base Paint Disclosure

_____ Tenant Inspection Form (Returned no later than 3 days after move in)

_____ Signed Tenant Selection Criteria

WHAT YOU WILL MAINTAIN IN YOUR APARTMENT UPON MOVE IN

*Stove tins

*Batteries in the smoke detector, thermostat, Air Conditioner remote control

*Light bulbs- stove hood, oven & fridge; vanity & ceiling vent lights, kitchen light & fan light, hallway & entrance ceiling light bulbs

*Vacuumed and Shampooed carpets

*Non-torn Window screens and un-bent frames

*Apartment Cleaning and cleaning products

*Bathroom- Shower curtain/rods, trash cans, toilet plunger/brush, toilet seats, etc.

*Painting of the apartment is not allowed

*No holes in walls larger than nail size (Do not mount televisions to walls; hang pictures with screws, etc.)

*Cable holes are predrilled, all Cable necessities and hookups are not provided by Lamar Apartments.

*A Landline phone wall- jack is provided, phone services/maintenance is NOT provided by Lamar Apartments.

I/We understand that the information provided will be verified from the source. Section 1001 of Title 18 of the United States Code makes it a criminal offense to make willful false statements of misrepresentation to any government entity to any matter within its jurisdiction.

Tenant(s) Signature/Date

Wendy Heitkamp

Lamar Apartments Resident Manager