



Please return the following application signed and completed to Mather Property Management

By Mail or Hand Deliver:

Mather Property Management
3722 Devine Street
Columbia, SC 29205

By Email:

Rent@TheMatherCompany.com

By FAX:

(803) 779-1880 (% Mather Property Management)

Mather Property Management
3722 Devine St., Columbia, SC 29205
rent@themathercompany.com
Office 803.400.1878

“The Key to Your Real Estate Needs”



Mather Property Management

803.400.1878 | rent@TheMatherCompany.com | www.TheMatherCompany.com | 3722 Devine Street, Columbia, SC 29205

Application Process

We are working to maintain our high quality rental properties. We want to make sure that residents do not use the rental property for illegal activity. Therefore, we have a very thorough screening process.

Please review the following list of criteria. If you feel you meet these standards, please apply. NOTE: We provide equal fair housing opportunities. We do not discriminate against race, sex, color, national origin, religion, familial status or handicap.

Application Screening Criteria

A complete application: If a line is not completed (or the omission explained), we will return the application to you for completion.

A verifiable rental history: It is your responsibility to provide necessary information that allows us to contact your past landlords.

You must have a history of paying your rent on time, have given proper notice and must not owe any money to your landlord. If we are unable to verify your previous Landlords and/or references, we reserve the right to deny your application.

Income and resources: Verifiable gross monthly income must be a minimum of 3 times the monthly rent. Fixed monthly obligations may not exceed 25% of such income. If you are roommates, each of you must have gross income of no less than 2.5 times the monthly rent. A co-signer (parent or legal relative) must satisfy 5 times income requirements for individuals whose income does not meet the minimum standard. Verifiable income shall include 2 YTD check stubs, income confirmed by and employer, trust officer, or for self employed persons, through 2 years of prior tax returns.

Your credit report: Your credit standing must reflect accounts that are current. Management reserves the right to require additional deposit if past payment history is unacceptable.

One piece of identification must be shown: We require photo identification (driver's license, state issued ID, or identification issued by local, state or federal government).

You will be Denied If:

If you misrepresent any information on the application in general or if misrepresentations are found after the rental agreement has been signed, your rental agreement will be terminated immediately upon such discovery. Previous landlords report significant complaint levels of noncompliant activity, including but not limited to:

- Reports of any illegal activities
- Damage to the property beyond normal wear and tear
- Reports of violence or threats to landlords or neighbors
- Allowing persons not on the Rental Agreement to reside at the residence
- Failure to give proper notice when vacating the property
- Failure to pay rent in a timely manner
- Previous landlords would be disinclined to rent to you again for reasons pertaining to the behavior of yourself, your pets, or others allowed on the property during your residency.

If you are accepted, you will be required to sign the Rental Agreement in which you will agree to abide by the policies of this rental property. A copy of this contract is available for your review. Please read the Rental Agreement carefully, as we take each and every part of the Agreement seriously. It has been written to protect the rights of both our residents and the owners of the property.

Applicant(s) Signature(s):

Date: _____

Mather Property Management
3722 Devine St., Columbia, SC 29205
rent@themathercompany.com
Office 803.400.1878



Rental Application for Residents and Occupants

Each co-applicant and each occupant 18 years and over must submit a separate application. Spouses may submit a single application.

Date when filled out: _____

Property applying for: _____

Total number of residents and occupants: _____ Requested beginning date and ending date of Lease: _____ Total Security Deposit \$: _____

Total Monthly Rent \$: _____ Application Fee \$: _____ Pet Fee \$: _____

Application fee/s are non-refundable. Any deposit left is non-refundable after the first 72 hours of applying. Any applicant that is denied will be refunded deposit/s paid.

ABOUT YOU:

Full name (exactly as on Driver's license or govt. ID card)

Driver's license# and state : _____

Or govt. photo ID card #: _____

Former last names (maiden and married): _____

Your Social security#: _____ Birthdate: _____

Marital Status: ___ Single ___ Married ___ Divorced ___ Widowed ___ Separated

Are you a U.S. citizen? ___ Yes ___ No Do you or any occupant smoke? ___ Yes ___ No

Will you or any occupant have an animal? ___ Yes ___ No

Kind, weight, breed, age: _____

Current home address (where you now live): _____

City / State / Zip: _____

Home / Cell Phone: (_____) _____ Current rent \$ _____

Email address: _____

Name of Apartment / Neighborhood where you now live: _____

Current owner or manager's name: _____

Their phone: _____ Date moved in: _____

Why are you leaving your current residence? _____

Your previous home address: _____

City / State / Zip: _____

Name of Apartment / Neighborhood where lived: _____

Owner or manager's name: _____

Their phone: _____ Previous rent \$: _____

Date moved in: _____ Date moved out: _____

YOUR WORK:

Present employer: _____

Address: _____

City / State / Zip: _____

Work Phone: (_____) _____ Current Position: _____

Your gross monthly income is \$: _____ Date you began this job: _____

Supervisor's name and phone: _____

Previous employer: _____

Address: _____

City / State / Zip: _____

Work Phone: (_____) _____ Previous Position: _____

Gross monthly income was \$: _____ Dates you began/ended this job: _____

Previous supervisor's name and phone: _____

Other non-work income you want considered. Please explain: _____

WHY YOU APPLIED HERE:

Were you referred? Yes No..... If yes, by whom: _____

Did you find us on your own? Yes No.... If yes, please fill in information below:

Internet site : _____ Sign Newspaper Ad Other: _____

YOUR RENTAL/CRIMINAL HISTORY:

Check only if applicable. Have you, your spouse, or any occupant listed in this Application ever:

moved out of a dwelling before the end of the lease term without the owner's consent?

declared bankruptcy? been sued for rent? been sued for property damage?

been charged, detained, or arrested for a felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or a sex crime that was resolved by conviction, probation, deferred adjudication, court ordered community supervision or pretrial diversion? Please indicate below the year, location and type of each felony, misdemeanor other than those resolved by dismissal or acquittal. We may need to discuss more facts before making a decision. *You represent the answer is "no" to any item not checked above.* _____

YOUR SPOUSE:

Spouse's full name (exactly as on Driver's license or govt. ID card)

Driver's license# and state : _____

Or govt. photo ID card #: _____

Former last names (maiden and married): _____

Spouse's Social security#: _____ Birthdate: _____

Are you a U.S. citizen? Yes No

Present employer: _____

Address: _____

City / State / Zip: _____

Work Phone: (_____) _____ Current Position: _____

Your gross monthly income is \$: _____ Date you began this job: _____

Supervisor's name and phone: _____

OTHER OCCUPANTS:

*Names of all persons under 18 and other adults who will occupy the unit without signing the lease.
Continue on separate page if more than three.*

Name: _____ Relationship: _____

Sex: ____ DL or govt. ID card # and state: _____

Birthdate: _____ Social Security #: _____

Name: _____ Relationship: _____

Sex: ____ DL or govt. ID card # and state: _____

Birthdate: _____ Social Security #: _____

Name: _____ Relationship: _____

Sex: ____ DL or govt. ID card # and state: _____

Birthdate: _____ Social Security #: _____

YOUR VEHICLES:

List all vehicles owned or operated by you, your spouse, or any occupants (including cars, trucks, motorcycles, trailers, etc.). Continue on separate page if more than three.

Make and color of vehicle: _____

Year: _____ License Plate # _____ State: _____

Make and color of vehicle: _____

Year: _____ License Plate # _____ State: _____

Make and color of vehicle: _____

Year: _____ License Plate # _____ State: _____

EMERGENCY:

Emergency contact person over 18, who will not be living with you:

Name: _____

Address: _____

Work phone: (____) _____ Home phone: (____) _____

Relationship: _____

APPLICATION AGREEMENT:

1. Application Fee is nonrefundable. This payment partially defrays the cost of administrative paperwork.
2. Completed Application. An Application will not be considered "completed" and will not be processed until all of the following have been provided to us: a separate application has been fully filled out and signed by you and each co-applicant and an application fee has been paid to us. *Both are necessary for the Application to be considered completed.*
3. Approval. When we approve the Application, our representative will notify you (or one of you if there are co-applicants) of the approval. Unless we authorize otherwise in writing, you and all co-applicants must pay your security deposit and sign the Lease Contract within 3 days after we give you our approval in person, by email, by phone, or by fax. You must not assume approval until you receive actual notice of approval.
4. Non-approval. We will notify you whether you've been approved within 10 days after the date we receive a completed Application. Notification may be in person, by mail, by telephone, or by fax.

AUTHORIZATION:

I or we authorize The Mather Company to obtain reports from any consumer or criminal record reporting agencies before, during, and after tenancy on matters relating to a lease by the above owner to me and to verify, by all available means, the information in this application, including criminal background information, income history and other information reported by employer(s) to any state employment security agency. Work history information may be used only for this Rental Application. Authority to obtain work history information expires 365 days from the date of this Application.

Applicant's signature: _____

Spouse's signature: _____

ACKNOWLEDGMENT:

You declare that all of your statements on the pages of this Application are true and complete. You authorize us to verify same through any means. If you fail to answer any question or give false information, we may reject the application, retain all application fees and deposits as liquidated damages for our time and expense, and terminate your right of occupancy. Giving false information is a serious criminal offense. In lawsuits relating to the application or Lease Contract, the prevailing party may recover all attorney's fees and litigation cost from the losing party. We may at any time furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, the rules, and financial obligations.

Applicant's signature: _____ Date: _____

Spouse's signature: _____ Date: _____

Owner's Representative signature: _____ Date: _____

(Our representative's signature is consent only to this Application Agreement. It does not bind us to accept applicant or to sign the proposed Lease Contract.)

Employment Verification Form

Date: _____

To:

Employer: _____

Phone: _____

Fax: _____

Email: _____

_____ has applied for residency at our rental community. As a part of our verification process, we must obtain verification of his/her employment and gross income.

Authorized by: _____ Date: _____

Please provide the information requested below and return the original document to the leasing office unless otherwise directed. **Our fax number is: (803) 779-1880.**

Thank you in advance for your prompt attention.

The Mather Property Management Company.

The following is to be provided by the employer:

Hire Date: _____

Currently Employed? _____ (Termination Date) _____

Gross Pay: _____ Hourly _____ Weekly _____ Bi- Weekly _____ Yearly _____

Weekly Hours Worked: _____

Is the employee compensated for overtime? Yes _____ No _____

Average overtime hours worked per Week/Month/ Year _____

Does the employee receive other compensation? Yes _____ No _____

Does the employee receive a bonus per Week/Month/Year? Yes _____ No _____

Do you anticipate an increase in pay? Yes _____ No _____ (Amount) _____

Other remarks regarding the employee's income: _____

Employer's signature/title: _____

Date: _____

Rental Verification Form

This is a request for verification of rental history on the below referenced individual. It is part of the application process for residency by The Mather Property Management Company.

I, _____ give permission for the requested information below to be released to The Mather Property Management Company for the purpose of my application approval.

Applicant signature: _____ Date: _____

The following is to be provided by landlord:

Community or Landlord Name: _____

Address: _____

Phone/Fax/Email: _____

Dates of Residency: _____ to _____

Lease Fulfilled? _____ Yes _____ No

Monthly Rental Amount \$: _____

Number of Times Late: _____

Number of NSF's: _____

Number of Court Fillings: _____ Evicted? _____ Yes _____ No

Currently house a pet? _____ Yes _____ No

Complaints? _____

Would you re-rent to this resident? _____ Yes _____ No

Name/Title of Verifier: _____

Signature: _____