



*The Comprehensive Standard
Rental Application Package
For Greater Boston Area Use*

160 Moulton Drive, Lynnfield, MA, 01940



Application Check List

Required Items

Thank you for your interest to apply for a rental unit through The Arthur Lynnfield (“The Arthur”). To approve your application, we need the following documents from all adult renters:

- Standard application form
- Rental application provisional agreement
- New tenant offer and deposit agreement
- Copies of non-expired passport and state ID
- Copies of 2 recent pay stubs or tax return if self-employed
- Proof of current employment (job offer or employment letter)
- Recent 2 months of bank statement showing consistent income earning deposits
- Credit report (FICO, Credit Karma, or any other certified credit report)

*Combined income and bank statements of all members must be at least 3 times the rent amount. The more proof of funds you show the more promising your application will be.

Additional Items

This is REQUIRED for any adult renter who is: student, low or without income, or have no credit history or a credit score that is less than 700 or the disclosed minimum score required.

- Consent to check credit form (if no credit history) **\$20 FEE WILL APPLY**
- Notarized co-signer form (co-signer must have 700+ credit score)
- Co-signer passport and ID
- Co-signer proof of income
- Co-signer recent 2 months of bank statement showing income earning deposits

If your application is approved, you will be instructed to lease signing and pay appropriate fees as required.



REQUIRED FORMS



G R E A T E R B O S T O N R E A L E S T A T E B O A R D

Rental Application

(Subject to Owners Approval)

DATE _____ NUMBER _____

NAME OF APPLICANT _____ PHONE *(Indicate home, work or cell)* _____ EMAIL ADDRESS _____ INITIAL *(if over 18 years of age)* _____

PRESENT ADDRESS _____ DATES OF CURRENT OCCUPANCY: FROM _____ TO _____

TO BE PROVIDED UPON ACCEPTANCE

CITY _____ STATE _____ ZIP CODE _____ AUTOMOBILE: MAKE/YEAR/REG. STATE & NO. _____ SOCIAL SECURITY # _____

PRESENT LANDLORD _____ COMPLETE ADDRESS _____ PHONE NUMBER _____

FORMER LANDLORD _____ OCCUPANCY _____ COMPLETE ADDRESS _____ PHONE NUMBER _____

CURRENT EMPLOYER _____ COMPLETE ADDRESS _____ PHONE NUMBER _____

OCCUPATION/SOURCE OF INCOME _____ TYPE OF BUSINESS _____ SALARY _____ LENGTH OF EMPLOYMENT _____ FORMER EMPLOYER _____

_____ LENGTH OF EMPLOYMENT _____ COMPLETE ADDRESS _____ PHONE NUMBER _____

PERSONAL REFERENCE (NAME) _____ COMPLETE ADDRESS _____ PHONE NUMBER _____

IN CASE OF EMERGENCY NOTIFY (NAME) _____ COMPLETE ADDRESS _____ PHONE NUMBER _____

CREDIT REFERENCE _____ COMPLETE ADDRESS _____ PHONE NUMBER _____

TO BE PROVIDED UPON LEASE SIGNING

BANK - CHECKING ACCOUNT _____ BRANCH ADDRESS _____ ACCOUNT NUMBER _____

TO BE PROVIDED UPON LEASE SIGNING

BANK - SAVINGS ACCOUNT _____ BRANCH ADDRESS _____ ACCOUNT NUMBER _____

NAME OF ALL CO-TENANTS (EACH ADULT MUST FILE A SEPARATE APPLICATION) _____

APARTMENT NO./TYPE _____ TOTAL NO. OF OCCUPANTS _____ NO. OF ADULTS _____ NO. OF PETS (SERVICE ANIMAL OR ESA) _____

ADDRESS _____

NAMES & AGES OF MINOR CHILDREN _____

CITY _____ OCCUPANCY DATE _____ RENT BEGINS _____

TERM OF LEASE (MONTHS) _____ FROM (DATE) _____ TO (DATE) _____

ARE YOU A CONVICTED FELON? (Y/N) _____ If "Yes" Please submit detail of conviction(s).
Base rent and other monthly charges are due and payable on the first day of each month in advance.

Base rent per month \$ _____
(Subject to escalation as set forth in lease)
Other Monthly Charges
(e.g. parking, etc.) _____
Key/Lock _____
Last Month's Rent _____
Security Deposit _____
Deposit on Account _____
Balance Due _____
Upon Acceptance _____

Subject to Massachusetts law, the Management shall not make any inquiry concerning race, religious creed, color, national origin, sex, sexual orientation, age, (except if a minor), ancestry, gender identity, genetic information or marital status of the Applicant or concerning the fact that the Applicant is a veteran or a member of the armed forces or is handicapped. The Applicant authorizes the Management and/or Renting Agency to obtain or cause to be prepared a consumer credit report relating to the Applicant.

Neither the Owner nor the Management is responsible for the loss of personal belongings caused by fire, theft, smoke, water or otherwise, unless caused by their negligence.

The undersigned warrants and represents that all statements herein are true and agrees to execute upon presentation a Rental Housing Association lease or Tenancy at Will agreement in the usual form, a copy of which the Applicant has received or has had occasion to examine, which lease or agreement may be terminated by the

— — — — —
CROWN
THE ARTHUR
LYNNFIELD

Lessor if any statement herein made is not true. Deposit is to be applied as shown above, or applied to actual damages sustained by the Owner, except it is to be refunded if said application is not accepted by the Owner. This application and deposit are taken subject to previous applications.

THIS APPLICATION MUST BE ACTED UPON BY THE OWNER ON OR BEFORE _____

The Renting Agent is an independent contractor and has no authority to make any representation concerning the premises; the Renting Agent is only authorized to show the apartment for rent and to assist in the screening of Rental Applicants.

Renting Agent _____ **Applicant Signature** _____

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Form ID: RH101

The Arthur Lynnfield 160 Moulton Street Lynnfield, MA 01940

Phone: _____ Fax: _____

Produced with zipForm® by zipLogix 18070 Fifteen Mile Road, Fraser, Michigan 48026 www.zipLogix.com



application



RENTAL APPLICATION PROVISIONAL AGREEMENT
THE ARTHUR LYNNFIELD

This Rental Application Provisional Agreement sets forth the applicant party's agreement to the following application provisions of the subjected rental premises ("the premises") serviced by The Arthur Lynnfield ("The Arthur").

1. **Disclosure of Information:** The undersigned applicants hereby state that all information and documents disclosed in this application package is true. Applicants shall also voluntarily disclose any supplemental information or document relevant to the terms and conditions for leasing the premises, regardless of whether asked to provide or not. If this application is approved, a non-executed lease will be enacted upon this application. If any statement herein made is examined or discovered not true, discrepant, intentionally misleading, or insistently incomplete, then the Lessor reserves all rights to terminate the subjected application, agreement, or lease at any time.
2. **Holding Deposit and Signing Fees:** Applicants hereby understand and acknowledge that in order for this application to be considered, a holding deposit equals to a month's rent must be paid to The Arthur Lynnfield . If this application progressed to an executed lease, this deposit will be held as Last month's rent deposit. All required signing fees shall be paid timely once the lease signing process is initiated. Failure to pay such dues timely will result in termination of the subjected application, agreement, or lease. In the event of Lessor's rejection of this application or termination of the non-executed lease not at the fault of applicants, all holding deposit amount paid will be refunded in full.
3. **Animal and Pet Policy:** Applicants hereby understand and acknowledge that any animal, reptile, or pet is strictly prohibited from the premises at all times unless stated otherwise on the lease. If any exemption is to be requested, applicants agree to submit all supplement documents for approval, including but not limited to doctor's letter of service animal or ESA, proof of ownership, medical and vaccination records with picture, training certificates, and any applicable document. Therefore, individuals who violate this agreement by non-disclosing in the initial application or having an unapproved animal, reptile, or pet on the premises after move-in are subject to immediate termination of the application, lease, or fines or eviction proceedings if signed into a lease. Dogs considered "aggressive breeds" by the CDC are not permitted.
4. **Unit Conditions Acknowledgement:** Applicants hereby acknowledge that they have seen, in-person or virtually, the premises for which they intend to lease and understand that the unit is found to be in the following conditions applicable:
 - A) They intend to move into a unit that is currently vacant and will remain vacant until the day that they take occupancy of the premises. Any necessary cleaning, painting, or maintenance work had already been done or will be performed only if deemed reasonable by the Lessor.
 - B) They intend to move into a unit that is currently occupied and may remain occupied until the day that they take occupancy of the premises. Therefore, any cleaning, painting, or maintenance work approved by the Lessor may not be guaranteed prior to taking occupancy.
 - C) They intend to move into a unit that is currently vacant but may become occupied until the day that they take occupancy of the premises. Therefore, any cleaning, painting, or maintenance work approved by the Lessor may not be guaranteed prior to taking occupancy.

If the applicant party is signed into a lease, then they shall become the Lessee and agree to rent the premises in its as-is habitable conditions unless stated otherwise on the lease. They also agree to notify the maintenance contact listed in the lease immediately regarding any such issues after their initial move-in. Applicants also acknowledge that the Lessor will not reimburse any cost for any cleaning, painting, or maintenance work in the premises performed by any outside or non-approved vendor contracted by the Lessee; they shall also be liable for any nonconforming, unsatisfactory, or unexpected damage caused by contracted vendors without the approval of Blue Ocean.



SUBJECTED RENTAL PREMISES: _____

APPLICANT NAME: _____ SIGN: _____ DATE: _____

APPLICANT NAME: _____ SIGN: _____ DATE: _____

APPLICANT NAME: _____ SIGN: _____ DATE: _____

APPLICANT NAME: _____ SIGN: _____ DATE: _____



New Tenant Offer And Deposit Agreement

Property Address:

Total Number of Occupants: _____ Rent: _____

Lease Start Date: _____ Lease End Date: _____

Move in Cost: First Month Rent One Month Rent as the Security Deposit

Last Month Rent One Month Rent as the Broker Fee Other \$200.00 Key Deposit

Rent includes: _____

Unit Maintenance/Preparation Request

I/We agree to rent the apartment referenced above with the parameters listed within and understand that if we decide to withdraw our applications or fail to proceed for any reason hereafter we will forfeit one month's rent. In the event the Landlord rejects our application(s) and/or offer, the deposit is fully refundable.

Tenant Date

Tenant Date

Tenant Date

Tenant Date



ADDITIONAL FORMS

ONLY FILL OUT IF YOU ARE ANY OF THE FOLLOWING:

- Currently a student without a full-time employment
- Qualified as low income
- Have no credit history
- Have a credit score that is less than 700

*If the co-sign guarantor form cannot be notarized, the guarantor may also fill out the standard application and be a co-signer to help the actual renter to get approved.



CONSENT TO PERFORM CREDIT, BACKGROUND, AND REFERENCE CHECKS

I/We, _____, [rental applicant(s)], authorize and permit _____ at The Arthur Lynnfield (“The Arthur”), [Landlords], to perform background checks and obtain information about me from authorized credit reporting sources, current and previous landlords, personal and professional references, current and previous employers etc. I understand that the credit check may show up as a hard inquiry on my credit report and could affect my credit score.

I also authorize and give permission for all parties listed to disclose any information requested about me to the prospective rental owner or manager with my application.

I further authorize and permit the rental owner or manager to obtain updated information annually and on future occasions for rental renewal consideration and for collection purposes should that be deemed necessary.

Thanks to all parties for their cooperation with this matter.

 _____

Date: _____ Phone Number: _____

Current Address: _____

Social Security Number: _____ Birth Date: _____

 _____

Date: _____ Phone Number: _____

Current Address: _____

Social Security Number: _____ Birth Date: _____

Agent Signature: _____

Date: _____



The Arthur Lynnfield
160 Moulton Drive Lynnfield, MA, 01940
(Email Address)

Guarantor Form

GUARANTOR FORM

I, _____ (*Parent/Guardian*) from
_____ (*address*) will be responsible for
any financial obligation for rent owed, related services, or damage or waste perpetrated or
allowed by _____ (*tenant*), living in unit # _
located at: _____

Tenant(s) and Guarantor(s) are jointly and severally bound.

_____ Date ____/____/____.

(signature)

Guarantor's Credit Information:

Name of Guarantor: _____
Social Security #: _____
Guarantor's Address: _____
Employer's Name: _____
Length of Employment _____
Employer's Address: _____
Telephone: (Home) _____ (Work) _____
Position: _____ Salary: _____
Other Income: _____

*I give the owner/rental broker permission to investigate my credit. I furthermore agree to
abide by the laws of the commonwealth of Massachusetts
and subject myself to the judicial system in Massachusetts.*





REQUIRED DOCUMENT GUIDELINE

Required for ALL adult applicants & co-signers

- 0 Copies of non-expired passport and state ID
- 0 Copies of 2 recent pay stubs or tax return if self-employed
- 0 Proof of current employment (Job offer or employment letter)
- 0 Recent 2 months of bank statement showing consistent income earning deposits
- 0 Credit report (FICO, Credit Karma, or any other certified credit report)



Addendum to the lease agreement for:

1. It is understood that this addendum is incorporated as part of the lease
2. Occupancy is limited to the named lessee(s) only. Guests are not permitted for more than two weeks. Management must be notified upon arrival of all guests who will be staying for more than one week.
3. Lessor and Lessee acknowledge that \$_____ shall be used as the first months rent. \$_____ shall be used as the last months rent under the provisions of this lease and \$_____ shall be used as a refundable security deposit. Lessee may not use security deposit as rent.
4. Last months rent is due _____ security deposit is due _____.
5. Lease begins at 1:00PM on the first day of the lease and terminates at 12:00 noon on the last day of the lease. Keys must be returned to The Arthur Lynnfield no later than noon of the last day of the lease. There is a \$500 fee for all late move-outs and the daily rental rate beyond the lease expiration is \$500 per day.
6. Rent is due on or before the first of the month and must be paid with one check. Multiple checks or partial rent payments will not be accepted. The address of the unit must be written on the check _____
7. If the leased premises is a condominium, the Lessee agrees to abide by all condominium rules and regulations and shall be responsible for paying any fees for violations thereof. Lessee acknowledges receipt of said rules and regulations.
8. No animal, bird, or other pet will be kept on the premises, even temporarily, without written consent from the Lessor. Pets require a signed The Arthur Lynnfield Pet Addendum. No water furniture is permitted.
9. Lessee agrees that under no circumstances will they add, remove, or alter the locks of the leased premises. Per fire code, no bedroom shall have a lock allowing the door to be locked without a person being in the room. Bedrooms may have "privacy locks" only. Please note, The Arthur Lynnfield does NOT offer a 24-hour "lock-out" service. It is the lessee's responsibility to maintain a backup set of keys for emergencies.



- 10.No lessee shall smoke, nor permit anyone to smoke, anywhere in the apartment, hallways, stairways, foyers, common areas and facilities.
- 11.Use of fire escape and roof is restricted and limited to their intended purposes only. Any other use is strictly prohibited.
- 12.Lessee shall be solely responsible for insuring any of their personal property against the risk of any damage, destruction, or loss resulting from theft, fire, storm, or other hazard. Lessee is required to purchase "Renter's Insurance."
- 13.Lessee Is responsible for all trash removal. All trash must be bagged, kept in tightly sealed containers, and placed outside for pick-up. If a dumpster or barrel is provided outside, trash must be neatly deposited and covered.
- 14.Lessee agrees to reimburse Landlord for any municipal fines assessed to Landlord for Lessee's violation of any municipal ordinance.
- 15.Lessee and Guarantors acknowledge that any non-payment of rent or non-fulfillment of the lease agreement may be reported to all three national credit bureaus.
16. Lessee understands that if a property is "For Sale" it may be shown periodically with prior notice. Lease will not be affected upon sale.
- 17.Apartment shall be delivered with all lightbulbs in working order. Upon move-in, lessee shall report any non-working lights to lessor in writing. It is the responsibility of the lessee to replace all lightbulbs, including specialty bulbs, that burn out during tenancy and prior to move-out. Replacing blown fuses as well as resetting tripped circuit breakers is also the responsibility of the lessee.
- 18.There is a \$100.00 fee for each 14 Day Notice to Quit that is necessary (for non-payment of rent). In addition, Lessee is responsible for any constable and/or sheriff service fees.
- 19.If a personal check is returned unpaid for any reason, the rent payment will be considered delinquent and a \$50.00 fee will be charged by The Arthur Lynnfield.
- 20.Lessee understands that if the apartment will not be vacant for a sufficient time prior to move-in, the apartment may not be delivered cleaned and in good repair and that any such cleaning or work may have to be done after Lessee takes occupancy. The Arthur



Lynnfield will make every reasonable effort to deliver the property cleaned and in good condition. Tenants Initial: _____

21. If required, all lessees agree to provide completed guarantor forms within one week of the signing of the lease. Guarantors must have sufficient income resources to cover the lease obligation and have no derogatory credit. Should the lessees fail to provide all these forms, the lessor may, at his discretion, terminate the agreement and rent the property to another party. A one month's rent fee to The Arthur Lynnfield will be forfeit and additional deposit moneys may be applied to actual damages sustained by the lessor.
22. Lessee shall be held responsible for costs of repair and painting of all holes or damage to walls due to hanging of artwork, posters, shelving, etc. This includes holes or damage from nails, screws and hooks. Lessee must use damage free hanging solutions such as Command™ brand picture hanging strips. (www.command.com). Painting by the lessee is expressly prohibited unless agreed in writing.
23. Lessee agrees that when the property is on the market for rent, they will make the unit available to shown on a daily basis. Real estate agents will always attempt to give as much notice as possible for showings but on some occasions, agents will only be able to give a few hours notice. Lessor understands and agrees that there will be some occasions where showings will not be possible. Lessee agrees to keep such occurrences to a minimum. In short, the easier it is for agents to access the property and the better the property shows, the quicker it will rent and the sooner the showings will cease.
24. Lessee is responsible for any service calls that arise from lessee's misuse including but not limited to plumbing-related calls for clogged drains (Lessee agrees to use shower drain filters to prevent clogged shower drains.), toilets and clogged/jammed garbage disposals, electrical-related calls for overloaded circuits, and heating-related calls for failure to properly maintain water levels in boilers that are the lessee's responsibility. Tenants are responsible for clearing clogged drains or toilets unless caused by faulty plumbing. Lessee must maintain the temperature at 55° minimum to prevent pipes from freezing.
25. SUBLEASING, TENANT SUBSTITUTION, AND LEASE BREAKS:

Note: Subleasing occurs when a tenant will be leaving the property for one month or



more and will be returning to reside at the property for one month or more. If one tenant will be leaving permanently, a Substitution Agreement is completed (see below). If all tenants will be leaving permanently, this is treated as a "lease break". See terms below.

Subleasing: Lessee must get written permission from Lessor before subleasing in whole or in part. Lessor must approve any sub-lessees who must complete the standard application process. In the case of a partial sublease (where not all the tenants are moving out) ALL the remaining tenants must approve all new tenants. There is an administrative fee of \$500 per sublessee for partial subleases and one month's rent for subleasing the entire property. Any monies held by Lessor in escrow will remain and will belong to the original Lessees. It is the responsibility of the Lessee to collect any security deposits or rent pre-payments from the sublessee(s). Lessee retains ultimate responsibility for the fulfillment of the terms of the lease.

Short-term, transient subleases: Lessee may not sublease the property, in whole or in part, for a period less than one month. Daily or weekly rentals and use of any website such as airbnb.com is strictly prohibited. The property is not to be used as a rooming house, short-term lodging or a "bed & breakfast".

Roommate substitutions are subject to the approval of the Lessor. All prospective tenants must complete the standard application and provide a guarantor if required by the Lessor. Prior to any substitutions, all rent payments must be current, a Substitution Agreement must be signed by all parties, and an administrative fee of \$500 per substituted tenant must be paid. Any monies held by Lessor in escrow will remain and will belong to the new lessees. It is the responsibility of the outgoing tenant to be reimbursed by the incoming tenant for their share of the deposit monies.

Lease Break: Should the Lessor allow the Lessee to break the lease, Lessee is responsible for all rent payments under this lease until payments commence under a new lease. Replacement lessee(s) must be approved by the Lessor and must complete the standard application process. There is a lease-break fee of one month's rent and a brokerage fee of one month's rent due to The Arthur Lynnfield Property Management. Lessee is also responsible for any costs incurred by Lessor as a result of the lease break including legal fees, condominium charges, unit cleaning, painting, and any brokerage fees due to agents or other brokerage firms. Lessee is still responsible for TENANTS' DUTIES UPON VACATING AT END OF LEASE (see item 26).



26. LEASE RENEWALS WITH TENANT SUBSTITUTIONS

In the situation where existing lessees wish to sign a new lease with new lessees, all new lessees are subject to approval by the Lessor, must complete the standard application, and provide a guarantor if required by the Lessor. The Arthur Lynnfield collects a fee of \$500 per new lessee for all new incoming lessees. Any deposit monies held in escrow (Last Month's Rent, Security Deposit etc.) remains in place and rolls over to the new lessees. It is the responsibility of the existing lessees to collect the appropriate share of deposits held in escrow from the new lessees and return the appropriate amounts to the old lessees. Any increases in last months rent or security deposits will be due no later than the first day of the new lease.

27. SMOKE DETECTORS (Also applies to CO detectors):

The resident acknowledges that a UL listed smoke detector has been installed in their apartment. Residents will test the smoke detector and determine that it is operating upon move in. Resident agrees to inspect and test the smoke detector once each month. Resident shall not tamper with, remove, or replace any parts or equipment of the smoke detector except "dead" or missing batteries, if applicable. The resident will notify owner or owner's agent of an inoperative smoke detector. Owners will not be responsible or liable for replacing or repairing an inoperative smoke detector until notified. Owner may charge resident a service charge if the service call results from resident's failure to replace dead or missing batteries if applicable, tampering or interfering with, or damaging any components of the smoke detector. Resident shall be liable for immediately paying the cost of repairing any damage caused to the smoke detector by resident's negligence or misconduct.

Owners shall not be responsible for any injury or damage to persons or property occurring in the premises that in any manner arises from resident's failure to test, inspect or maintain the smoke detector as provided by this addendum.

Any cost of replacing the smoke detector, or its batteries if applicable after resident vacates the premises may, at the owner's option, be deducted from resident's security deposit.



IN THE CASE OF BATTERY OPERATED SMOKE DETECTORS, THE FOLLOWING ADDITION APPLIES:

Resident 1s responsible for replacing "dead" batteries with the battery types specified in the smoke detector instructions throughout the lease term. If the smoke detector will not operate after resident replaces the batteries, the resident will promptly notify owner or owner's agent.

MULTIPLE RESIDENTS. Residents and residents' guests or occupants shall abide by all smoke detector rules. Each resident shall be jointly and severally liable for damages and all other obligations set forth herein.

FIRE EXTINGUISHER. The Arthur Lynnfield has installed a fire extinguisher on the kitchen wall. Tenants agree not to tamper with or remove fire extinguisher. Tenants agree to report any missing or discharged fire extinguishers.

FALSE ALARMS. Should Tenants falsely set off building smoke alarms (from cooking for example), they are responsible for any costs incurred by the Owner as a result. This includes any alarm company service calls to reset the alarm system and any fines from the city or fire department. Beware, this can be hundreds of dollars. Please take care when cooking. Open windows, not your apartment door, to clear any smoke from cooking. Take care not to get smoke in the common hallways.

28.TENANTS DUTIES UPON VACATING AT END OF LEASE:

Prior to vacating premises, Lessee shall (1) make sure all rents are paid in full; (2) make arrangements to disconnect

utilities and have such paid; (3) have any mail forwarded to a new address, and (4) submit to Lessor all keys used in connection with the premises. Additionally, Lessee(s) agree to: (1) dispose of any and all trash and refuse properly; (2) remove all personal property; (3) leave the premises in a presentable condition, and (4) not cause any damage outside of normal wear and tear.

Cleaning includes:

- Removal of all food items from refrigerator/freezer, cabinets, and pantry. A



thorough cleaning of all appliances, cabinets, and surfaces.

- A complete cleaning/disinfecting of all bathrooms including the tub, shower, toilet and sink.
- All floors must be swept, mopped, and vacuumed as necessary. All carpeting must be free of stains and odor.

Upon inspection of the apartment, should Lessor find the apartment was left in unsatisfactory condition, a professional cleaning service may be hired and the Lessee will be charged.

29. Lessee confirms receipt of the "Tenant Lead Law Notification"

30. Lessee(s) shall complete an RHA apartment condition statement upon move-in.

31. Lessee(s) understand that the Realtor Fee for introducing and locating the apartment is non-refundable and is due upon the signing of the lease. Should the Lessee withdraw from taking possession of the property, they will be responsible for the Realtor Fee as well as any fees The Arthur Lynnfield may have collected from the Lessor. Moneys on account will be applied to the Realtor Fee.

32. Lessee agrees to pay all costs (including but not limited to attorney fees, court fees, constable and/or sheriff service fees, and additional property management fees) in any action lessor initiates involving the enforcement of this lease.

33. Lessee agrees to immediately report any running toilet, leaky faucet, or other water leaks. Lessee will be responsible for any abnormally high water bills resulting from failure to report such leaks.

34. Lessee or their designated representative must be home for any service calls or installations using third-party vendors (appliances, HVAC, etc.). Lessee may coordinate appointments directly with vendor if they desire.



Additional Provisions:

Storage Fee \$100/month

Pet Fee: \$50/month per pet

Tenant allowed up to 2 cars parking in assigned spaces. \$100 per month for additional spaces needed.

FIRST MONTH, LAST MONTH DEPOSIT, AND 1 MONTH SECURITY DEPOSIT ARE REQUIRED FOR MOVE IN

TENANT IS RESPONSIBLE FOR ALL SEPARATELY METERED UTILITIES WHICH ARE **ELECTRIC** (Peabody Municipal Light Co) & **WATER** (sub-metered and billed by Landlord quarterly)

I/We have read the lease and this addendum and understand it fully. I/We agree to abide by this contract as it is written, including each clause, without exception.

Signature of Lessee: _____

Signature of Lessee: _____

Signature of Lessor: _____



STATE ISSUED ID or PASSPORT

Provide at least one form of official photo ID



PROOF OF EMPLOYMENT

Provide official employment letter or job offer stating salary and employment date.
Must include employer reference contacts

GLOBEX INCORPORATED
2838 Sundown Lane, Austin, Texas, 78748

Verification Of Employment Letter

January 15, 2020

To whom It may concern:
This is to affirm that the person indicated below is employed with us with the following information:

<u>Name of Employee</u>	Position
Date Hired	Type of Employment
January 13, 2020	Regular

Income Information:

Gross Annual Income	\$100000
Guaranteed Bonuses	\$10000
Total Annual Income	\$110000

January 18, 2018

326 ... NE
... 98105

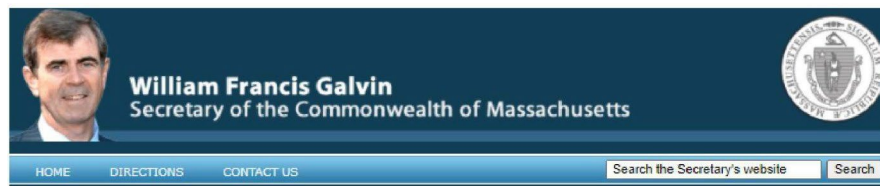
Re: Employment Offer

MAGNUSSO
KLEMENCIC
ASSOCIATES
Chief Operating Officer

Thank you for your interest in Magnusson Klemencic Associates (MKA). We are impressed with your education and experience, and know that you will make a great addition to our firm. It is my pleasure to offer you employment at MKA starting in June or July 2018. The following outlines our proposal to you.

- Position - CMI Engineer I
- Monthly salary - \$5,167.00, with annual compensation review in December each year; paid semi-monthly approximately 14 business cycles; following each payroll period.
- Signing bonus - \$2,500.00, paid the first following your start date.
- Overstandard hourly - will be "banked" and used as straight time; withdrawn from the quarterly.
- Year-end bonus plan - eligible at year end, based on company profitability and individual contribution to the firm.

Self-employed applicant must provide a form of business registration stating that you are the owner



Corporations Division
Business Entity Summary



PROOF OF INCOME

Provide as many of the item listed as possible for an outstanding application and increase landlord's approval chance

1. Most recent 2 pay stubs including your name, company name, address, pay period

Sample Company Name, Sample Company Address, 95220			EARNINGS STATEMENT		
EMPLOYEE NAME	SOCIAL SEC. NO.	EMPLOYEE ID	CHECK No.	PAY PERIOD	PAY DATE
James Robert	XXX-XX-6666	454545	259248	01/23/14-01/12/14	01/31/14
DEDUCTIONS			OUIREHT TOTAL YEAR-TO-DATE		
GROSS WAGES	LCXX00	FICA MED TAX	1450	7250	
		FICA SS TAX	6200	31000	
		FED TAX	15950	797 48	
		CA STTAX	4426	22131	
		SDI	1000	5000	
YTD GROSS	5.00000	YTD DEDUCTIONS	1.45128	YTD NET PAY	3.548 72
TOTAL			1000.00		708 / 4

Ar APPLIES CORP. 1 NAPPAVENUE OWN US4		Earnings statement	
Pay	7/18/2008	Pay	7/25/2008
JANE HARPER 101 MAIN STREET ANYTOWN, USA 12345		Other and Information	
Deductions		Total Today	
Holiday Tuition	10.00 B.00 80.00 4.160.00	Grat?TmnLife	051
Clean Pay	23.80	LoaAmPliid	340.00
Deductions		V	.00
Federal Income Tax	2,111.20	I	06.00
Social Security Tax	1,458.60	Important Notes	
Medicare Tax	341.1	ER=ECIVE THE PAYPERIAAYDUREE1AA	
NY State Income Tax	438.88	J.KUL_VAA1&HAGBEI:NaWa1JcAOMS&O	
NY City Income Tax	308.18	TOTI1J0EITHOU	
NY State SUTA	31.21	WEM111S-ARDCQ1UNTEIWAYRII	
Bond	-5.00 000.00	DBRBSOON_COC FORWNDIOYCUR	
Vol	-28.85 1,500.20	PMOCINTON.	
Life Insurance	-15.00 050.00		
Life Insurance	-5.00 50.00		
Life Insurance	-30.00 050.00		
19.50			
2214.10			
YOU federal Wage 1116 paid IH \$38.15			

ASC
N:ME SUPPLIES CO. INC.
475 KNAPP AVENUE
NORTON, MA 01001

Payroll check number: 000000000
Pay date: 7/25/2008
Social Security No.: 999-99-9999

JANE HARPER
THIS IS TWO HUNDRED NINETY-ONE AND 100 DOLLARS \$291.00

2. Self-employed applicant/co-signer must provide:

- FULL tax return document
- Last 6 months of bank statement showing consistent deposit of income

Form 1099 Department of U.S. Indiana For the year ending

Form W-9 Request for Taxpayer Identification Number and Certification

Form 1120 U.S. Corporation Income Tax Return For calendar year 2017 or tax year beginning 2017, ending 2017

Bank of America... Your checking account number 4808101201

Your BofA Core Checking
22GS H Rd 114709
Houston TX 77077

Account summary

Beginning Balance on December 31, 2016 \$7.29

Deposits and other additions 35.70

ATM and debit card subtracts -273.15

Other subtracts

Check 0.00

Service -4600

Ending balance on January 05, 2017 \$1115.10

Deposits and other additions

12/15/2016 P.I. [unclear] 40034078619.00

12/22/2016 M.I. [unclear] 211212018

12/30/2016 [unclear] 12210

Total deposits and additions 101.50

Withdrawals and other subtracts

ATM and debit card subtracts

Date Description

12/05/2016 Checkcard [unclear]

12/06/2016 [unclear]

— — — — —

THE ARTHUR
LYNNFIELD

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12'15'2011	SE31&M2000	1213	W	c.dtronlm	HouarrTX
13f15'1011	121	◀	lv1R:ail*y	113-sl-0000

ear...-111-nn:ca,p:



BANK STATEMENT

Applicants must provide at least 2 MONTHS of bank statement showing consistent income deposits

Self-employed and cash earning applicants must provide at least 6 MONTHS

BANK OF AMERICA
 November 21, 2020 to December 23, 2020

Deposits and other additions

Date	Description	Amount
11/23/20	Online Banking transfer from SAV	300.00
11/27/20	-RESTAURANT OES,PAYROLL CO	1,046.75
11/20/20	Online Banking transfer from SAV	200.00
12/04/20	-RESTAURANT DES,PAYROLL CO	1,046.75
12/08/20	Online Banking transfer from SAV	100.00
12/11/20	-RESTAURANT DES,PAYROLL CO	923.79
12/18/20	-RESTAURANT DES,PAYROLL CO	923.79
Total deposits and other additions		\$4,541.08

Average Daily Balance

SIMPLY RIGHT CHECKING	\$824.15
SANTANDER SAVINGS	\$261.57
Total Deposits	

SIMPLY RIGHT CHECKING

	\$768.57
	+ 92.09
	- 14.65

Date **Description**

10-16	NATIONAL CREDIT CARDS PURCHASE
10-17	PAYROLL 01016 *****5
10-19	
10-23	PAYROLL 201023 *****92
10-26	CASH WITHDRAWAL SANTANDER N350 Revere MA US
10-30	PAYROLL 201030 *****11
10-30	CASH WITHDRAWAL SANTANDER N350 Revere MA US



Santander

Statement Period 12/01/20 TO 12/31/20
SIMPLY RIGHT CHECKING

For your convenience our Customer Service Center is available from 6 am - 10 pm EST, 7 days a week
Call us at 1-877-768-2265
Hearing and speech impaired customers may use 7-1-1.
www.santanderbank.com

REVERE MA 02151

0000
7731

Financial Summary

Statement Period 12/01/20 TO 12/31/20

Deposit Accounts

Account Number

Current Balance

UigfHIM
Account# 9533019662

Balances
Beginning Balance
Deposits/Credits
Withdrawals/Debits

Current Balance \$613.11
Average Daily Balance \$8,241.15

Account Activity

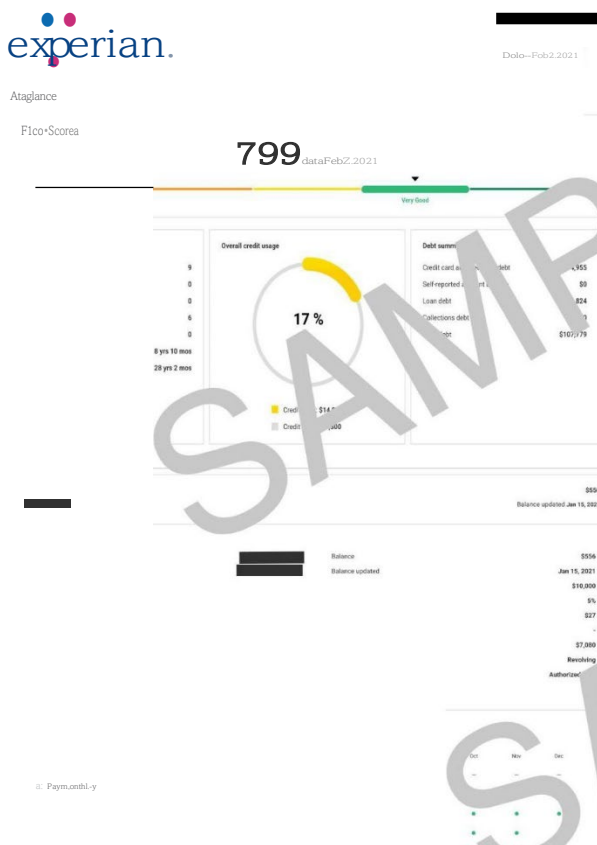
Additions	Subtractions	Balance
\$694.82	13919	tfE:H
12186		\$1,033.67
	\$54.87	\$979.38
\$694.82	\$54.29	1:ifii!
	\$29.00	\$1,464.03
	\$540.00	\$924.03
\$694.82	1:....:	dfri
		\$426.90

10-31 Ending Balance

CREDIT REPORT

Must be full report produced by:
 Credit Karma, Experian, Trans Union, Equifax
 or any certified 3rd party that withdraws from US Credit Bureau

If you can't obtain any of the above credit reports, we can help you run a credit report for **\$20/Person**.
 If you don't have an SSN with credit history or low credit, you must need a co-signer with 700+ credit



experian.

Ataglance

Fico-Score

799 data:Feb2,2021

Very Good

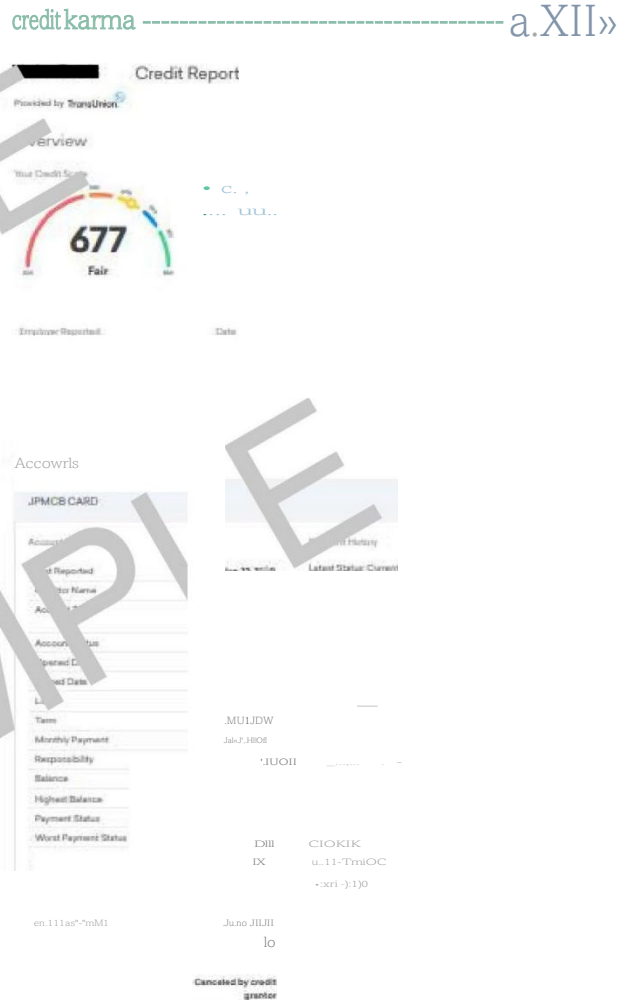
Overall credit usage: 17%

Debt summary:

- Credit card accounts: 155
- Self-reported credit: \$0
- Loan debt: \$24
- Collections debt: 1
- Other: \$107,79

Balance: \$556

Balance updated: Jan 15, 2021



a.XII»

credit karma

Credit Report

Powered by TransUnion

OVERVIEW

Your Credit Score: **677** Fair

Employer Reported: [Redacted]

Date: [Redacted]

Accounts

JPMCB CARD

Account Reported: [Redacted]

Account Name: [Redacted]

Account Type: [Redacted]

Account Status: [Redacted]

Account Created Date: [Redacted]

Account Closed Date: [Redacted]

Terms: [Redacted]

Monthly Payment: MU1JW

Responsibility: Jan-7, 1806

Balance: [Redacted]

Highest Balance: [Redacted]

Payment Status: [Redacted]

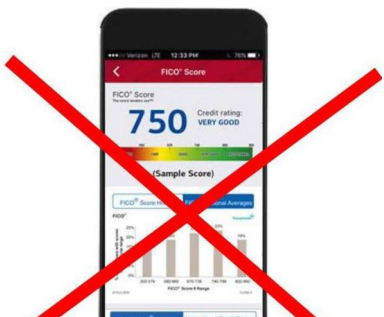
Worst Payment Status: [Redacted]

en.111as~mM1

Jun0 JIJJI

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Cancelled by credit granier





SCREEN SHOT FICO SCORES ARE NOT ACCEPTABLE

There are three major credit bureaus
in the United States

EC.UIFAX experian. TransUnion@)
