

Welcome to our Community!

Thank you for your interest in our Lombardo Community. Below is a list of documents that we require from each applicant in order to qualify for our apartment homes. We will then conduct a Credit, Criminal, Employment and Rental Verification process.

Application Process Checklist

Document Name	Description
<u>General Documents</u>	
<input type="checkbox"/> Residency Application	Attached Document or you can complete an application on our website.
<input type="checkbox"/> Rental Verification Form	Please fill out top of form and we will fax to your Landlord(s)
<input type="checkbox"/> Pet Owners	Completed Pet App & Current Vac papers/pet
<input type="checkbox"/> Copy of Renters Insurance	Papers must be provided at time of move-in (<i>details of insurance requirements to be provided upon approval</i>)
<u>Income Requirements</u>	
<input type="checkbox"/> Employment Verification Form	Fill out Top of Form and we will fax
<input type="checkbox"/> Copy of Previous Year's Tax Return if Self Employed	Only needed if Self Employed
<input type="checkbox"/> 2 Most Current Pay Stubs	Note: Tips will be considered but are not verifiable income
<input type="checkbox"/> Proof of Supplemental Income (Last 2 Months' Payments)	SSI, SSD, Disability, Form I20, Form DS2109, Alimony, etc.
<u>Application Fees and Deposits</u>	
<input type="checkbox"/> \$_____ per Applicant for Processing Applications	Checks or Credit Cards are acceptable forms of payment Non-Refundable
<input type="checkbox"/> \$_____ for additional Occupants 18 years or older	Non-Refundable -- for Criminal Checks only
<input type="checkbox"/> \$_____ Holding Deposit	Refundable if application denied

The Approval Committee reviews and checks for the following prior to making a decision:

- ⇒ Criminal Background Check
- ⇒ Credit Check
- ⇒ Employment/Income Check
- ⇒ Rental History Verification
- ⇒ Outstanding Utility Debt Verification
- ⇒ Open Bankruptcies

Thank you again for your interest in our Lombardo Community. If you have any questions about our Community or the Application Process, please contact us at anytime.

