

**CORNERSTONE LEASE APPLICATION****PERSONAL INFORMATION**

Name (Please provide full legal name: First, Middle, Last) \_\_\_\_\_

Date of Birth \_\_\_\_\_ SSN \_\_\_\_\_ Phone \_\_\_\_\_

Current Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Driver's License Number, State \_\_\_\_\_ How did you hear about us? \_\_\_\_\_

Email Address \_\_\_\_\_

Do you have any pets?  Yes /  NoCat(s) \_\_\_\_\_ Dog(s)/Breed(s) \_\_\_\_\_ Other \_\_\_\_\_  
*(You will be responsible for refundable pet fees, \$250 per cat and/or \$250 per dog. And \$30/month pet rent per pet. Contact leasing for pet and breed restrictions.)*Have you ever been convicted of a felony?  Yes /  No Have you ever lived with Cornerstone?  Yes /  No**EMPLOYMENT & FINANCIAL INFORMATION**Are you currently a student? \_\_\_\_\_ If so, what school are you attending? \_\_\_\_\_  
*(If you are a student, you are eligible to have a cosigner/guarantor. Please have them fill out a separate application.)*

Current Employer \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City, State, ZIP \_\_\_\_\_

Position \_\_\_\_\_ Monthly Income \_\_\_\_\_  
*(Monthly income must be at least three times your monthly rent, or you'll need to list a combination of income and assets.)*

Assets (Checking, Savings, Cash, Real Estate, Trust, Student Loans, Etc.) \_\_\_\_\_

*(Please provide an approximate value of each asset listed.)*Have you declared bankruptcy in the last 6 months?  Yes /  No Do you owe any unpaid rent to previous rentals?  Yes /  No**EMERGENCY CONTACT INFORMATION**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

**APPLICANT CONSENT**

I hereby consent to allow Cornerstone Apartment Services, Inc. through its designated agent and its employees, to obtain and verify my credit and criminal information for the purpose of determining whether or not to lease an apartment to me. I understand that should I lease an apartment, Cornerstone Apartment Services, Inc. and its agent shall have the continuing right to review my credit information, criminal background, rental application, payment history and occupancy history for account review purposes and for improving application review methods.

**RESERVATION DEPOSIT AND RECEIPT**

Applicant hereby deposits the amount of \$\_\_\_\_\_, to hold unit \_\_\_\_\_ located at \_\_\_\_\_ at the monthly rate of \$\_\_\_\_\_. If the applicant withdraws their application after **24 hours** of submission, then the amount given for a holding fee shall be forfeited by the applicant and retained by Cornerstone Apartment Services, Inc. as liquidates damages. If the applicant is not approved, or if the applicant withdraws the application within 24 hours of submission then the holding fee (less the application fee) shall be refunded within 5 business days. Once applicant has been approved and moved in, the holding fee will transfer to the refundable deposit.. The applicant has **48 hours** from time of application submission to commit to a move in date. If move in date is pushed back after the 48 hour window, the applicant will be charged \$50 change fee.

READ AND ACCEPTED:

\_\_\_\_\_  
**Applicant Signature**\_\_\_\_\_  
**Date**\_\_\_\_\_  
**Leasing Agent**\_\_\_\_\_  
**Date**

The printed portions of this form, except differentiated additions, have been approved by the Colorado Real Estate Commission. (BDT20-5-09) (Mandatory 7-09)

DIFFERENT BROKERAGE RELATIONSHIPS ARE AVAILABLE WHICH INCLUDE LANDLORD AGENCY, TENANT AGENCY OR TRANSACTION-BROKERAGE.

**BROKERAGE DISCLOSURE TO TENANT DEFINITIONS OF WORKING RELATIONSHIPS**

For purposes of this document, landlord includes sublandlord and tenant includes subtenant.

**Landlord's Agent:** A landlord's agent works solely on behalf of the landlord to promote the interests of the landlord with the utmost good faith, loyalty and fidelity. The agent negotiates on behalf of and acts as an advocate for the landlord. The landlord's agent must disclose to potential tenants all adverse material facts actually known by the landlord's agent about the property. A separate written listing agreement is required which sets forth the duties and obligations of the broker and the landlord.

**Tenant's Agent:** A tenant's agent works solely on behalf of the tenant to promote the interests of the tenant with the utmost good faith, loyalty and fidelity. The agent negotiates on behalf of and acts as an advocate for the tenant. The tenant's agent must disclose to potential landlords all adverse material facts actually known by the tenant's agent, including the tenant's financial ability to perform the terms of the transaction and, if a residential property, whether the tenant intends to occupy the property. A separate written tenant agency agreement is required which sets forth the duties and obligations of the broker and the tenant.

**Transaction-Broker:** A transaction-broker assists the tenant or landlord or both throughout a real estate transaction by performing terms of any written or oral agreement, fully informing the parties, presenting all offers and assisting the parties with any contracts, including the closing of the transaction, without being an agent or advocate for any of the parties. A transaction-broker must use reasonable skill and care in the performance of any oral or written agreement, and must make the same disclosures as agents about all adverse material facts actually known by the transaction-broker concerning a property or a tenant's financial ability to perform the terms of a transaction and, if a residential property, whether the tenant intends to occupy the property. No written agreement is required.

**Customer:** A customer is a party to a real estate transaction with whom the broker has no brokerage relationship because such party has not engaged or employed the broker, either as the party's agent or as the party's transaction-broker.

**RELATIONSHIP BETWEEN BROKER AND TENANT**

Broker and Tenant referenced below have NOT entered into a tenant agency agreement. The working relationship specified below is for a specific property described as: N/A or real estate which substantially meets the following requirements: apartment unit for rent.

Tenant understands that Tenant shall not be vicariously liable for Broker's acts or omissions that have not been approved, directed, or ratified by Tenant.

**CHECK ONE BOX ONLY:**

**Multiple-Person Firm.** Broker, referenced below, is designated by Brokerage Firm to serve as Broker. If more than one individual is so designated, then references in this document to Broker shall include all persons so designated, including substitute or additional brokers. The brokerage relationship exists only with Broker and does not extend to the employing broker, Brokerage Firm or to any other brokers employed or engaged by Brokerage Firm who are not so designated.

**One-Person Firm.** If Broker is a real estate brokerage firm with only one licensed natural person, then any references to Broker or Brokerage Firm mean both the licensed natural person and brokerage firm who shall serve as Broker.

**CHECK ONE BOX ONLY:**

**Customer.** Broker is the landlord's agent and Tenant is a customer. Broker is not the agent of Tenant. Broker, as landlord's agent, intends to perform the following list of tasks:  **Show** a property  **Prepare and Convey** written offers, counteroffers and agreements to amend or extend the lease.

**Customer for Broker's Listings - Transaction-Brokerage for Other Properties.** When Broker is the landlord's agent, Tenant is a customer. When Broker is not the landlord's agent, Broker is a transaction-broker assisting in the transaction. Broker is not the agent of Tenant.

**Transaction-Brokerage Only.** Broker is a transaction-broker assisting in the transaction. Broker is not the agent of Tenant.

If Broker is acting as a transaction-broker, Tenant consents to Broker's disclosure of Tenant's confidential information to the supervising broker or designee for the purpose of proper supervision, provided such supervising broker or designee shall not further disclose such information without consent of Tenant, or use such information to the detriment of Tenant.

**THIS IS NOT A CONTRACT.**

If this is a residential transaction, the following provision shall apply:

**MEGAN'S LAW.** If the presence of a registered sex offender is a matter of concern to Tenant, Tenant understands that Tenant must contact local law enforcement officials regarding obtaining such information.

**TENANT ACKNOWLEDGMENT:**


Tenant acknowledges receipt of this document on \_\_\_\_\_ (DATE)

\_\_\_\_\_  
(SIGNATURE) ← Please sign here

**BROKER ACKNOWLEDGMENT:**

On \_\_\_\_\_, Broker provided \_\_\_\_\_ (Tenant) with a copy of this document via hand delivery and retained a copy for Broker's records.

Brokerage Firm's Name: Cornerstone Apartment Services, Inc.

  
Broker