



EQUAL HOUSING  
OPPORTUNITY

## Stone Creek Apartments

3450 North Commerce  
Ardmore, OK 73401

Applicant(s) \_\_\_\_\_  
Phone # \_\_\_\_\_  
Unit # \_\_\_\_\_

### Application Fee Agreement

This application is an agreement between the owner of the property and the applicant(s) in the amount stated below for consideration of taking the property off the market by the complex upon approval of the application. ***If the application is approved by the owner, the holding fee will be applied toward the security deposit.*** This application is preliminary only and does not obligate the owner or the management company to execute a lease.

**THE HOLDING FEE WILL NOT BE REFUNDED IF THE APPLICANT DECIDES NOT TO SIGN THE LEASE AGREEMENT WITHIN 24 HOURS UPON NOTIFICATION OF APPROVAL.**

Application fee **\$25.00 (\$25.00 per individual, 18 yrs and over) or (\$25.00 for a married couple)**  
Holding Fee/ Security Deposit \$ \_\_\_\_\_  
Monthly Rent \$ \_\_\_\_\_

Address: 3450 N. Commerce City, State, Zip: Ardmore, OK 73401

Name of Owner: Stone Creek Apartments

Name(s) of Applicants \_\_\_\_\_

Estimated date of occupancy: \_\_\_\_\_

Term of lease: Six Months or Twelve Months

Utilities paid by lessee: Electric, Water, Cable/ Internet

Special Conditions: **NO PETS or NO SMOKING INSIDE APARTMENTS (unless manager approved)**

**Application Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

**Application Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

Owner Representative's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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APPLICATION DATE: \_\_\_\_\_ UNIT TYPE: \_\_\_\_\_ APARTMENT # \_\_\_\_\_

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**GENERAL INFORMATION**

Today's Date: \_\_\_\_\_ Move in Date: \_\_\_\_\_  
Applicant's Name: \_\_\_\_\_ Co-Applicant: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Social Security #: \_\_\_\_\_ SSN: \_\_\_\_\_  
Driver's License # and State: \_\_\_\_\_ DL# and St. \_\_\_\_\_  
Phone #: \_\_\_\_\_ Ph. #: \_\_\_\_\_

**Names on Lease if Different:**

Occupants: \_\_\_\_\_  
\_\_\_\_\_  
Additional Persons: \_\_\_\_\_  
\_\_\_\_\_

Applicants' 18 years or older are required to submit separate applications and fees

**PET INFORMATION:**

**PERSONAL INFORMATION:**

E-Mail: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Fulltime Student if Applicable: \_\_\_\_\_

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

Length of Residence: \_\_\_\_\_ Landlord Info./Phone #: \_\_\_\_\_  
Rent: \_\_\_\_\_ Own: \_\_\_\_\_ Mortgage Co.: \_\_\_\_\_ Acc. No. \_\_\_\_\_  
Reason for Move: \_\_\_\_\_

Previous Address: \_\_\_\_\_  
\_\_\_\_\_

Length of Residence: \_\_\_\_\_ Landlord info/ Phone # \_\_\_\_\_  
Rent: \_\_\_\_\_ Own: \_\_\_\_\_ Mortgage Co.: \_\_\_\_\_ Acc. No. \_\_\_\_\_  
Reason for Move: \_\_\_\_\_

Have you ever been evicted? \_\_\_\_\_ Convicted of a crime? \_\_\_\_\_  
Declared bankruptcy? \_\_\_\_\_ If so, explain: \_\_\_\_\_



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APPLICATION DATE: \_\_\_\_\_ UNIT TYPE \_\_\_\_\_ Apt. No. \_\_\_\_\_

**Employment:**

Applicant _____	Co-App. _____
Employer _____	Employer _____
Address _____	Address _____
Phone _____	Phone _____
Position _____	Position _____
Supervisor _____	Supervisor _____
Gross Monthly Income _____	Gross Monthly Income _____

**Previous Employer if less than one year on current job:**

Name _____	Name _____
Address _____	Address _____

**Vehicle Information:**

License Plate # _____	License Plate # _____
State _____	State _____
Make _____	Make _____
Model/ yr _____	Model/ yr _____
Color _____	Color _____

**Financial Information:**

Additional income: Overtime, Commissions, Tips, Pension, Retirement, Investment, Worker's Comp., Alimony, Child Support, Other.....

Source _____	Amount _____
Source _____	Amount _____
Bank _____	
Credit _____	
Personal _____	

**Emergency Contact:**

Name _____	Phone _____
Address _____	
Relation _____	

Applicant Signature _____	Date of receipt of holding _____
Leasing Agent _____	date: _____



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**3450 North Commerce, Ardmore, OK 73401**

**Accurate Information**

You declare that all of your statements on the accompanying application and any supplemental information is true and correct. If you fail to fully and completely answer any question or give false information, we may reject the application and retain all application fees as liquidated damages for our time and expense. ***Giving false information is a serious criminal offence.***

**Authorization**

You authorize us to verify all information relating to this application through any means including but not limited to Straight Arrow Screening and any other consumer reporting agencies, public record resources, and other rental housing owners. You further authorize us to furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your lease obligations, including both favorable and unfavorable information about your compliance with any lease, rules, or financial obligations.

***In the event that anything contained herein is in conflict with any additional document, this document will prevail.***

***(each applicant must be named, sign and date/time this Declarations and Authorization)***

<i>Applicant Name</i>	<i>Applicant Signature</i>	<i>Date</i>
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<i>Applicant Name</i>	<i>Applicant Signature</i>	<i>Date</i>
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## Employment Verification

Stone Creek Apartments  
3450 North Commerce Street  
Ardmore, OK 73401  
580-226-1111 Office  
580-226-1119 Fax

Employer:

\_\_\_\_\_

Fax #: \_\_\_\_\_ Phone #: \_\_\_\_\_

Monthly Wages (Gross) \$ \_\_\_\_\_

\_\_\_\_\_, authorize \_\_\_\_\_  
Applicant Employer

to verify my employment and monthly income to Stone Creek Apartments.

\_\_\_\_\_  
Applicant's Signature Date

\_\_\_\_\_  
Employer's Signature Date

**Note:** Tenant may bring check stub showing monthly wages. Or  
Military: LES papers showing monthly income. Also,  
Child Support: Copy of court order

# **Guidelines for Moving In / Out**

*Stone Creek Property*

- 1. Moving hours are from 9am to 8pm.**
  - 2. Maximum moving vehicle size is 35 feet.**
  - 3. Moving vehicle cannot block other vehicles, Handicap-parking, ramps, sidewalks or gates.**
  - 4. Moving vehicle cannot ride up on curbs or landscaping.**
  - 5. Tenant / Moving Company will be responsible for any damage caused to Stone Creek Property while moving on or off the premises.**
- 6. NO 18 WHEELERS ARE ALLOWED ON PROPERTY.**

**Thank You,**  
***Stone Creek Management***



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Ardmore, OK 73401

Background Check

Date: \_\_\_\_\_

Applicant's Name: (print) \_\_\_\_\_

Applicant's Name: (please sign) \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Birth date: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Driver's License # and State: \_\_\_\_\_ Monthly Gross Income: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: (print) \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Birth date: \_\_\_\_\_ Driver's License Number and State: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Signature/ Date: \_\_\_\_\_

\_\_\_\_\_