

1912 Eastchester Dr Ste 100  
High Point, NC 27265  
Office 336-886-1200  
Fax 336 886-4269  
Email: mlindsay.lcp@gmail.com



# LINDSAY PROPERTY MANAGEMENT

RENTAL APPLICATION

**I have received a copy of the FCRA Summary of Rights:**

**Signature** \_\_\_\_\_

**Application Fee: \$25.00** \_\_\_\_\_

*Information obtained with this application is solely for the purpose of verifying background and credit information regarding prospective tenants and will NOT be used for any other purpose.*



**TENANT APPLICATION PROCEDURE:**

- 1- PROVIDE A COPY OF THE FCRA (FEDERAL *FAIR CREDIT REPORTING ACT*)
- 2- OBTAIN \$25 APPLICATION FEE PAYABLE TO "LINDSAY PROPERTY MGT" OR IN CASH. (*PROVIDE RECEIPT TO PROSPECTIVE TENANT*)
- 3- MAKE A COLOR COPY OF APPLICANTS DRIVERS LICENSE\*\*\*
- 4- HAVE TENANT FILL OUT APPLICATION

***NOTE: ANY INCORRECT INFORMATION REGARDING SSN, DOB, OR ADDRESS THAT PREVENTS AN ACCURATE SCREENING WILL RESULT IN AN ADDITIONAL \$25 FEE TO RE-APPLY.***

- 5- APPLICATION WILL BE SCREENED WITHIN APPFOLIO BY MARK LINDSAY
- 6- WILL HAVE A RESPONSE WITHIN 12-24 HOURS
- 7- ALL INFORMATION IS TO BE KEPT CONFIDENTIAL AND ONLY SHARED WITH THE LANDLORD FOR THEIR APPROVAL.

THE FOLLOWING IS SUBMITTED FOR TENANCY IN: \_\_\_\_\_

1. PROPOSED DATE OF OCCUPANCY \_\_\_\_\_ SUITE# \_\_\_\_\_

2. NAME OF APPLICANT \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

PREVIOUS ADDRESS \_\_\_\_\_

SOCIAL SECURITY# \_\_\_\_\_ AND D.O.B \_\_\_\_\_

DR LIC # \_\_\_\_\_ STATE: \_\_\_\_\_

3. OFFICE WILL BE LEASED IN THE NAME OF \_\_\_\_\_

A. IS THE LEASING ENTITY A CORP, LLC, INDIVIDUAL? \_\_\_\_\_

B. IS THE LEASING ENTITY A RESIDENT OF OR INCORPORATED IN N.C.? \_\_\_\_\_

4. PRESENT WORK ADDRESS \_\_\_\_\_

5. HOW LONG IN CURRENT BUSINESS \_\_\_\_\_ YR. OF INCORPORATION? \_\_\_\_\_

6. CURRENTLY LEASING FROM \_\_\_\_\_ CONTACT \_\_\_\_\_

7. HOW LONG WAS YOUR CURRENT LEASE TERM \_\_\_\_\_

8. LANDLORD'S NAME \_\_\_\_\_ TELEPHONE# \_\_\_\_\_

9. IF THE ABOVE LEASE TERM IS UNDER THREE (3) YEARS, PLEASE GIVE PREVIOUS REFERENCE.

10. PREVIOUSLY LEASING FROM: \_\_\_\_\_ HOW LONG? \_\_\_\_\_

LANDLORD'S NAME \_\_\_\_\_ TELEPHONE#- \_\_\_\_\_

11. CORPORATIONS:

WE REQUIRE A CORPORATE RESOLUTION, AUTHORIZING YOU TO NEGOTIATE AND EXECUTE A LEASE COMMITMENT FOR YOUR BUSINESS. WE REQUIRE PERSONAL GAURANTEES. IF YOU ARE LEASING INA CORPORATE NAME, WE REQUIRE A CORPORATE FINANCIAL STATEMENT, BALANCE SHEET, AND/OR A DUNN AND BRADSTREET RATING.

*Information obtained with this application is solely for the purpose of verifying background and credit information regarding prospective tenants and will NOT be used for any other purpose.*

RENTAL APPLICATION (continued)

12. BANKREFERENCES: \_\_\_\_\_

13: GENERAL INFORMATION:

HAVE YOU EVER BEEN EVICTED FROM A COMMERCIAL TENANCY? IF YES, EXPLAIN \_\_\_\_\_

HAVE YOU EVER WILLFULLY REFUSED TO PAY ANY RENT WHEN DUE? \_\_\_\_\_

IF YES, EXPLAIN: \_\_\_\_\_

HAVE YOU EVER BEEN A DEFENDANT IN AN UNLAWFUL DETAINER (EVICTION) LAWSUIT OR DEFAULTED (FAILED TO PERFORM) ANY OBLIGATION OF A RENTAL AGREEMENT OR LEASE? YES: \_\_\_ NO: \_\_\_

IF "YES" EXPLAIN: \_\_\_\_\_

HAVE YOU EVER BEEN CONVICTED OF A CRIME? YES: \_\_\_ NO: \_\_\_

IF "YES" EXPLAIN: \_\_\_\_\_

*Information obtained with this application is solely for the purpose of verifying background and credit information regarding prospective tenants and will NOT be used for any other purpose.*

*I HEREBY GRANT LINDSAY PROPERTY MGT, CONSENT TO INVESTIGATE MY CREDIT HISTORY AND WAVE MY PRIVILEGE OF PRIVACY IN REGARD TO THIS INFORMATION, LPM WILL ONLY INVESTIGATE MATTERS CONCERNING CREDIT WORTHINESS OR TENANT LEASING HISTORY FOR THE SOLE PURPOSE OF DECIDING WHETHER TO LEASE TO MY COMPANY OR MYSELF. ALL INFORMATION WHETHER GIVEN BY ME OR OBTAINED BY THE LPM OFFICE IS HELD IN HIGHEST CONFIDENCE. I AUTHORIZE LINDSAY PROPERTY MGT TO SHARE THE INFORMATION OBTAINED AS A RESULT OF THIS APPLICATION, AS WELL AS MY LEASE FILE, AND ANY PAYMENT HISTORY RECORDS, WITH LINDSAY PROPERTY MGT'S ACCOUNTING DEPT., LESSOR, LEASING AGENTS, ATTORNEYS, ACCOUNTANTS AND DEBT MANAGEMENT SERVICES. I ACKNOWLEDGE AND AGREE THAT IN THE EVENT I ENTER INTO A RENTAL CONTRACT WITH LINDSAY PROPERTY MGT OR ITS CLIENTS.*

*(LESSOR), MY RENTAL AGREEMENT MAY BE CONSIDERED IN DEFAULT RESULTING IN A LEASE TERMINATION BY THE LESSOR IN THE EVENT THAT ANY OF THE INFORMATION PROVIDED BY ME IN THIS APPLICATION IS MATERIALLY INACCURATE OR UNTRUE. I UNDERSTAND AND AGREE THAT LINDSAY PROPERTY MGT WILL NOT SHARE THE RESULTS OF MY CREDIT INVESTIGATION, OR ANY OF THE REPORTS OBTAINED, WITH ME IN COMPLIANCE WITH LINDSAY PROPERTY MANagements AGREEMENT WITH CREDIT REPORTING AGENCIES.*

(Signature of Applicant)

(SEAL)

---

LINDSAY PROPERTY MANAGEMENT, does not discriminate on the basis of race, color, sex, religion, national origin, handicap, sexual orientation, disability, age, or familial status. We do business in accordance with the Fair Housing Act.

---

Application Received

References checked. \_\_\_\_\_

Lease Recommendation, \_\_\_\_\_

Date Deposit Received

Deposit Amount. \_\_\_\_\_

REVISED 10/12

*Information obtained with this application is solely for the purpose of verifying background and credit information regarding prospective tenants and will NOT be used for any other purpose.*

# FCRA Summary of Rights

## A Summary of Your Rights - Under the Fair Credit Reporting Act.

The federal Fair Credit Reporting Act (FCRA) is designed to promote accuracy, fairness, and privacy of information in the files of every "consumer reporting agency" (CRA). Most CRAs are credit bureaus that gather and sell information about you - such as if you pay your bills on time or have filed bankruptcy - to creditors, employers, landlords, and other businesses. You can find the complete text of the FCRA, 15 U.S.C. §§ 1681-1681u, by visiting [www.ftc.gov](http://www.ftc.gov). The FCRA gives you specific rights, as outlined below. You may have additional rights under state law. You may contact a state or local consumer protection agency or a state attorney general to learn those rights.

- **You must be told if information in your file has been used against you.** Anyone who uses information from a CRA to take action against you - such as denying an application for credit, insurance, or employment - must tell you, and give you the name, address, and phone number of the CRA that provided the consumer report.
- **You can find out what is in your file.** At your request, a CRA must give you the information in your file, and a list of everyone who has requested it recently. There is no charge for the report if a person has taken action against you because of information supplied by the CRA, if you request the report within 60 days of receiving notice of the action. You also are entitled to one free report every twelve months upon request if you certify (1) you are unemployed and plan to seek employment within 60 days, (2) you are on welfare, or (3) your report is inaccurate due to fraud. Otherwise, a CRA may charge you up to eight dollars.
- **You can dispute inaccurate information with the CRA.** If you tell a CRA that your file contains inaccurate information, the CRA must investigate the items (usually within 30 days) by presenting to its information source all relevant evidence you submit, unless your dispute is frivolous. The source must review your evidence and report its findings to the CRA. (The source also must advise national CRAs - to which it has provided the data - of any error.) The CRA must give you a written report of the investigation and a copy of your report if the investigation results in any change. If the CRA's investigation does not resolve the dispute, you may add a brief statement to your file. The CRA must normally include a summary of your statement in the future reports. If an item is deleted or a dispute statement is filed, you may ask that anyone who has recently received your report be notified of the change.
- **Inaccurate information must be corrected or deleted.** A CRA must remove or correct inaccurate or unverified information from its files, usually within 30 days after you dispute it. However, the CRA is not required to remove accurate data from your file unless it is outdated (as described below) or cannot be verified. If your dispute results in any change to your report, the CRA cannot reinsert into your file a disputed item unless the information source verifies its accuracy and completeness. In addition, the CRA must give you a written notice telling you it has reinserted the item. The notice must include the name, address and phone number of the information source.
- **You can dispute inaccurate items and the source of the information.** If you tell anyone - such as a creditor who reports to the CRA - that you dispute an item, they may not then report the information to a CRA without including a notice of your dispute. In addition, once you've notified the source of the error in writing, it may not continue to report the information if it is, in fact, an error.
- **Outdated information may not be reported.** In most cases, a CRA may not report negative information that is more than seven years old; ten years for bankruptcies.
- **Access to your file is limited.** A CRA may provide information about you only to people with a need recognized by the FCRA - usually to consider an application with a creditor, insurer, employer, landlord, or other business.
- **Your consent is required for reports that are provided to employers, or reports that contain medical information.** A CRA may not give out information about you to your employer, or prospective employer, without your written consent. A CRA may not report medical information about you to creditors, insurers, or employers without your permission.
- **You may choose to exclude your name from CRA lists for the unsolicited credit and insurance offers.** Creditors and insurers may use file information as the basis for sending you unsolicited offers of credit or insurance. Such offers must include a toll-free phone number for you to call if you want your name and address removed from future lists. If you call, you must be kept off the lists for two years. If you request, complete, and return the CRA form provided for this purpose, you must be taken off the lists indefinitely.
- **You may seek damages from violators.** If a CRA, a user or (in some cases) a provider of CRA data, violates the FCRA, you may sue them in state or federal court.

FOR QUESTIONS OR CONCERNS PLEASE CONTACT:

Federal Trade Commission  
Consumer Response Center - FCRA  
Washington, DC 20580 \* 202-326-3761