



# APPLICATION

New Puffton Village – Puffton Village 3 – New Fort River – New Hollister  
1040 North Pleasant Street, #410, Amherst MA 01002  
PH: 413.549.0145 Fax: 413.549.6803 [info@pufftonvillage.com](mailto:info@pufftonvillage.com)  
[www.pufftonvillage.com](http://www.pufftonvillage.com)

PLEASE PRINT – MUST BE LEGIBLE

**Photo ID Required**

**No Smoking Allowed**

**No Pets Allowed**

Apt. Size: 1 1 w/study 2 3 (circle) Lease start date requested: \_\_\_\_\_

If joining (transferring into) a lease, which apartment #: \_\_\_\_\_

Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

DOB: \_\_\_\_\_

SS#: \_\_\_\_\_

### CURRENT LANDLORD (does not include University Housing)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Dates: \_\_\_\_\_

### PREVIOUS LANDLORD (if none, please initial here \_\_\_\_\_)

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

Dates at Previous \_\_\_\_\_

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

Landlord's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Landlord's Address: \_\_\_\_\_

### EMPLOYER (If none, please initial here \_\_\_\_\_)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Annual Gross Income: \$ \_\_\_\_\_ Dates Employed: \_\_\_\_\_

### ADDITIONAL SOURCES OF INCOME

Source: \_\_\_\_\_ Annual Income: \$ \_\_\_\_\_

Do you have any other source of funds to pay your rent?: Yes No

Description: \_\_\_\_\_

**Names of all individuals who will reside in the housing unit. Each person over 18 years of age must submit an application:**

\_\_\_\_\_  
\_\_\_\_\_

Have you or any member of your household ever been convicted of a misdemeanor in the last five years or felony in the last ten years? A criminal conviction may not by itself deny your application. Yes \_\_\_ No \_\_\_

What were you or your household member convicted of and date of conviction?

Crime convicted of: \_\_\_\_\_ Date of conviction: \_\_\_\_\_

Please explain why this conviction should not be considered in respect to your request for housing:

\_\_\_\_\_

Have you ever intentionally refused to pay any rent when due? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

A GUARANTOR may be required if minimum credit cannot be established or if there is little or no rental experience. If you require a guarantor, the designated guarantor must complete a guarantor application (available in the office and on our website) and they should be listed below. Each co-applicant will also require a guarantor.

**Name:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

A deposit of ½ month's rent will be required once an apartment is offered. These monies will be applied to the first month's rent. Should an applicant withdraw after a deposit is received, the first \$100 of this deposit is non-refundable and will be used as an Administrative Fee. A proportional amount of the balance will be returned if the unit is rented for the same period. If the application is for a lease transfer/assignment, the applicant will reimburse current tenant for the security deposit on the day the lease is transferred.

**RELEASE:** In consideration for being permitted to apply for this apartment, I, Applicant, do represent all information in this application to be true and accurate and that owner/manager/employee/agent may rely on this information when investigating and accepting this application. Applicant hereby authorizes the owner/manager/employee/agent to make independent investigations to determine my credit, financial and character standing. Applicant authorizes any person or credit agency having any information on him/her to release any and all such information to the owner/manager/employee/agent on their credit agencies. Applicant hereby release, remise and forever discharges from any action whatsoever, in law and equity, all owners/managers/agents/employees both of Landlord and their credit checking agencies in connection of processing, investigating, or credit checking this application, and will hold them harmless from any suit or reprisal whatsoever, except for intentional wrongful acts of owner/manager or otherwise specifically delineated by law. Applicant declares that a photocopy of his/her signature shall be as valid as the original.

**Each resident is allowed one vehicle sticker if vehicle is registered to applicant or guarantor.**

**Applicant Name (please print):** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Puffton Village does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.