

Heritage Green Apartments

Rental Policies

56 S. SHADDLE AVE. MUNDELEIN, IL. 60060

844-696-6739 or Cell # 224-440-2042

SAVE THIS SHEET FOR YOURSELF

- Equal Housing:** The Legend Group has a comprehensive policy of compliance with the Federal Fair Housing Act, as well as state and local statute codes and ordinances.
- Income:** **The monthly rent cost cannot exceed 36% of your monthly income.**
- Applications:** An application is to be filled out by each person occupying the apartment as well as any Guarantors, if required. **You must be at least 18 years old to apply for an apartment. The application fee is \$40.00 for the first person and \$20 for each additional person.**
- Residence:** Your present and previous residency must have prompt payment record, sufficient notice given, and all obligations fulfilled in accordance with the agreement.
- Public Records:** All applicants will be subject to a background check for evictions and criminal history.
- Rent First Month:** **The first prorated or full month rent has to be made with a Money Order or Certified Check, no exceptions.**
- Occupancy:** The Legend Group has established specific occupancy standards with respect to each of the size of apartments:
- | | |
|-------------|-----------------------------|
| Studio | Not more than 2 individuals |
| One Bedroom | Not more than 2 individuals |
| Two Bedroom | Not more than 4 individuals |
- Roommates:** Each applicant / leaseholder is fully responsible for the entire rental payment and must execute the lease.
- Pets:** **No matter what kind cat, dog or caged bird there is a 2 pet limit. Only one house broken dog allowed and must be below 45lbs unless on the lower level and max is 60lbs. You must follow the dog laws of Illinois, that is to register with the Lake County Health Department your cat or dog and to give your cat or dog id to HGA. and to take your dog to designated area for duties. (A pet agreement is attached). "Non-refundable" Pet fee is (dog)\$295. (Cat)\$195.**
- Utilities:** Heritage Green Apartments will pay for water and sewer and rubbish removal, please call Comed at 1-800-334-7661 to put Electric into your name.
- Fax/email** **Please send a signed pdf copy of application papers to heritagegrapts@gmail.com or you may drop them off at the office.**

You may pay fees and rents online at: payrent247.com use id 200395CK SCAN





Update 02/24/17

The Legend Group Apartments

Rental Policies

For: Heritage Green Apartments in Mundelein

- Equal Housing:** The Legend Group has a comprehensive policy of compliance with the Federal Fair Housing Act, as well as state and local statutes, codes, and ordinances.
- Income:** For one or two adult applicants, the monthly rent cannot exceed 36% of the single (or combined for two adults) gross monthly, verifiable income. For more than two adults, the monthly rent cannot exceed 33% of the combined monthly income of the applicants.
- Applications:** An application is to be filled out by each person occupying the apartment as well as by any co-signer, if required. Applicants must be at least 18 years of age at the time application is made. The non-refundable application fee is \$40.00* for the first person and \$20* for each additional person.
- Administration Fee:** The application fee must accompany all applications. Prior to moving-in, an accepted applicant must submit the non-refundable administration fee*. Heritage Green Apartments: \$195.
- Credit Check:** A consumer credit report will be obtained for each applicant and must have a rating of 600 or above, as long as there is no bankruptcy or eviction. Low credit scores or bankruptcies due primarily to medical bills or temporary loss of employment can be accommodated. See the section on **Remediation**.
- Criminal Background:** A criminal background check will be run on each applicant. A conviction for certain crimes may result in disqualification.
- Residence:** The applicant's recent resident history must be verified. A referral from applicant's current landlord must indicate an up-to-date payment record and no lease violations. An applicant who currently resides with family will not be disqualified but the circumstances cannot be used to benefit the applicant's eligibility.
- Employment:** All applicants must be fully employed with verifiable income (a recent pay stub is required if employer cannot verify employment and salary). If applicant is relocating for a new position, the letter of employment with the salary must be presented. If employment is not the source of income, then a verifiable legitimate source of income or funds available to cover the annual rent. The applicant's employer will be interviewed by telephone. If the applicant is self-employed, the most recent federal tax returns are required. No other evidence or proof is acceptable. Applicants who have accepted a new position must present a letter on employer's letterhead, confirming start date and salary. Students dependent upon rent stipend or loan funds, must present written proof from the source of the funds.
- Valid I.D.:** All applicants must have a current, valid driver's license with photo or state I.D. and a social security number. Foreign nationals without a social security number must present a current visa indicating the basis for U.S. residency (employment or student), along with verifiable proof of income or funds for annual rent.

*Actual fees and charges subject to change.



Update 02/24/17

Occupancy: The Legend Group has established specific occupancy standards with respect to each of the size of apartments:

One Bedroom	Not more than 2 individuals
Two Bedroom	Not more than 4 individuals

Roommates: Each applicant/leaseholder is fully responsible for the entire rental payment and must execute the lease.

Co-signers: **Co-signers are welcomed.** In the case where a co-signer can be used to qualify the applicant's acceptance, the guarantor must submit a standard application along with the standard application fee. The guarantor must have a credit score greater than 695 and the monthly gross rent should not exceed 18% of the guarantor's gross monthly income. The co-signer must be a US citizen residing in the United States.

Remediation: An applicant with a negative referral from a previous landlord based solely on financial consideration (non-payment or late rent) will require a co-signer. If the negative referral is the result of any other lease violation (noise, illegal drugs, criminal activity), there is no remediation available.

"Non-refundable"

Pet fee: Only dogs, cats or up to two small birds are permitted pets. The non-refundable fee (subject to change) is \$295 for a dog and \$195 for a cat. Ask the property manager about specific breed, weight and quantity restrictions.
Dog weight limit is 40lbs unless on the lower level and then it is 60lbs.

APPLICATION FOR LEASE

Heritage Green Apartments

50-60 S. Shaddle Lane
Mundelein, IL 60060
Phone 844-696-6739

CONTACT #

Fax is Same as phone

Date of Application
Address:
Lease from:
Move in Date
Rent \$
Administration fee \$ 195.00
Pet Fee
Bedrooms 0 1 2 (circle one)
Pet fee is (dog)\$225, (cat)\$195. Pet Fee \$
RENT .COM FORRENT .COM OTHER

APPLICANT (PRINT CLEARLY)

First Name Middle Last Home #
Birth date / / Social Security # - - Drivers License #
Email address Best tel # to reach you : - -
Spouse's First Name Middle Last
Birth date Social Security # - - Driver's License #

RESIDENCE HISTORY

Address City, State Zip Rent/Own Yrs. Monthly Pmt
Landlord Person to Contact Phone
Previous Address City, State, Zip Rent/Own Yrs. Monthly Pmt.
Previous Landlord Phone

EMPLOYMENT HISTORY

Employer Person to contact Their title Phone #
Employer Address City, State, Zip
Your Position How Long? Salary
Previous Employer Phone Yrs.? Salary
Spouse Employment Person to Contact Their Title
Your Position How Long? Salary
Employer Address City, State, Zip Phone #
Previous Employer Phone How Long? Salary
Additional Income Explain
How many people to occupy Apartment? Adults Children
Children's Names Ages Sex
Do you have any pets? Describe
Have you ever been convicted of or pleaded guilty or "no contest" to a felony (whether or not resulting in a conviction)?
If yes, explain
Have you ever been convicted of or pleaded guilty or "no contest" to a misdemeanor involving sexual misconduct (whether or not resulting in a conviction)?
If yes, explain
In Emergency Notify Phone Relationship
Full Address

Car 1 info: Make Model Year Lic#
Car 2 info: Make Model Year Lic#

I represent to you that I have read this entire application and that all of the above information hereon is true and correct. I further represent that my rental and credit records are in good standing with no judgments or liens against me. If any of the above information is false, I hereby agree that my entire deposit may be forfeited to you. I also agree that if I am accepted and fail to complete this transaction by signing your lease and paying the appropriate funds, my entire deposit will be forfeited to you. I understand that this application is subject to your approval, and if my application is not accepted, my deposit will be returned in full. I agree to be bound by the rules and regulations of the building. I understand that waterbeds are not allowed. I understand that my \$30 credit check fee is non-refundable. I also understand that this is not a lease and should my application be accepted, I agree to sign your lease form currently in use. If for any reason whatsoever, you are unable to make the apartment, which is the subject of this application, available at the beginning of the lease term, I hereby waive any and all rights actual, punitive or consequential damages. IT IS POLICY NOT TO DISCRIMINATE RENTALS ON THE BASIS OF RACE, CREED, COLOR, NATIONAL ORIGIN, RELIGION, AGE, SEX, FAMILIAL STATUS, MILITARY HISTORY OR SEXUAL ORIENTATION.

I hereby authorize my employer/landlord to release any information to Heritage Green Ltd. Partnership for the purpose of processing my lease application. I also authorize Heritage Green Ltd. Partnership to perform a criminal background check.

Payment Method. Check one. Cash Check/Money Order On-line Check Payment (payrent247.com ID# 200395CK)

Signature Applicant

Signature Applicant

HERITAGE GREEN APARTMENTS EMPLOYMENT VERIFICATION

REGARDING _____

EMPLOYER _____

ADDRESS _____

STATE _____ ZIP _____ PHONE _____

Phone _____

HIRING DATE _____

APPLICANTS POSITION _____

SALARY _____ WEEKLY HOURS _____

COMMENTS _____

NAME OF VERIFIER _____

POSITION OF VERIFIER _____

Thank you for your cooperation. Please fax back to us at
773-327-6111. And if we may ever be assistance to you, please
don't hesitate to call us at: 773-327-6100.

I HEREBY AUTHORIZE YOU TO DISCLOSE THE ABOVE
INFORMATION.

signature: _____ date: _____

HERITAGE GREEN APARTMENTS

LANDLORD VERIFICATION

Please sign and submit this form to your landlord or return to us, so that we may call landlord on your behalf. Once completed, it may be faxed back to our office for our approval process. Feel free to contact us with any questions.

Address\Unit : _____

Name of Applicant : _____

Landlord Phone: _____

I hereby authorize my current landlord to release the following information to The Legend Group, for the purpose of processing my lease application.

x _____
Applicant's Signature Date

Information below completed by : _____

Date of Lease Expiration : _____

Has tenant given notice of intention to move? _____ YES _____ NO

Does\Did Tenant pay rent on time? _____ YES _____ NO

Has the tenant ever been 30 days delinquent? _____ YES _____ NO

Would you rent to tenant again? _____ YES _____ NO

Additional Comments (Please include information that you feel may effect our application)

We appreciate your prompt attention to this request, for the application is pending this request. You may fax this request to : 773-327-6111

Thank you for your assistance
Heritage Green Apartments