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*Checklist for application process*

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- ☐ 1. License/State ID (current)
- ☐ 2. Recent proof of income
- ☐ 3. Completed application packet
- ☐ 4. house rules
- ☐ 5. \$25.00 application Fee
- ☐ 6. Signed background consent form

Excepted forms of payment include:

Cash, Money Order, Cashier's Check.

Payments to be made out to K.Leighton Holdings LLC

## Application Fee

K.Leighton Holdings rooming house requires a \$25.00 non-refundable application fee due upon application submission.

Signature \_\_\_\_\_

Date\_\_\_\_\_

# Deposit Facts

Deposit for the weekly room

\$145.00 For all Rooms

The deposit fee is a one-time charge that is refundable upon departure with the following criteria:

1. Room is left clean and odor free
2. No damages have occurred
3. Walls are wiped clean of marks and filth
4. Room is emptied of ALL items brought in (I.E curtains, bed, bedding, personal items)
5. Rooming fees are up to date
6. Keys are returned to office

Any damage caused by you to the property will be charged to you separately. If the invoice goes unpaid K.Lighton Holdings LLC reserves the right to pursue a small claims case against you for the amount of unpaid debt owed.

Lodger signature\_\_\_\_\_ Date\_\_\_\_\_

Office signature\_\_\_\_\_ Date\_\_\_\_\_

### **532 Lansing Ave rooming house prices and deposit information.**

For an available room the price is \$145 weekly, this balances out to \$20.71 a day.

Deposit prices are an additional \$145 for an available room. Background checks are \$25.00 per person.

The Rooming house is on a week-to-week basis no monthly payments will be excepted.

Your rooming fees are due each week on the same day that your first payment was submitted.

Each room is empty, no furnishings. Upon approval you are allowed to bring an air mattress or cot, a mini fridge, a microwave, and T.V. Personal belongings need to be kept at a minimum to keep the room clutter free for any city inspections that may come up.

You can bring your clothes and personal hygiene items.

For reference on other room prices in the area:

Americas Best value inn \$80.00 per night \$400.00 per week (Plus deposit)

Colonial Inn \$70.00 per night \$375.00 per week (plus deposit)

Travelodge \$59.00 special per night \$388.15 weekly special (plus deposit)

## Rooming house rules

☐ 532 Lansing Ave

☐ 521 Steward

K.Leighton Holdings LLC is the proprietor of the above-named site.

If you choose to stay here, you are a lodger. Your lodging fee does not constitute as a landlord tenant arrangement. Only individual sleeping rooms are available.

**All lodging fees are to be paid in advance. There is no lease.**

If you attempt to stay here without paying you are trespassing, and the police will be called.

Heat, Water, electricity, trash, WIFI, and shared bathrooms are provided. All lodgers are expected to clean up after themselves.

Violation of any of the following will lead to immediate ejection.

- You are required to provide your own air mattress or cot.
- If you have a bed, it must be inspected before you bring it in and must have bed bug covers on it.
- visitors are allowed in the building between the hrs. of 10:00AM and 5:00PM Due to square footage of your room only one visitor is allowed at a time.
- NO children are allowed in the building at any time
- No cloth furniture
- Radio or TV must be at a low volume, so neighbors don't have to hear it.
- No pets
- Must be 18 years old to lodge
- NO smoking in the building
- NO illegal drugs
- No use of marijuana in the building
- No excessive drinking
- No fighting with or harassment of other lodgers
- Clean up after yourself in bathrooms
- No personal items left in bathroom
- Windows are to remain closed in cold weather
- No hotplates or like items
- No extension cords please use power cords
- No items in the room that create Hoarding all windows and outlets need to always be accessible
- Rooms can be checked at anytime for cleanliness or hoarding
- Main doors to be locked after 6:00PM
- Any other unforeseeable issues by signing this agreement, you agree to abide by all terms and conditions of the house rules and regulations. As clearly as it can be stated this is not a landlord tenant agreement. You are a lodger, and we provide sleeping rooms only when paid in advance.

Signature \_\_\_\_\_ Date \_\_\_\_\_

K.Leighton Holdings LLC

**Rooming House Application**

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone # \_\_\_\_\_ Other Names Used \_\_\_\_\_

DOB \_\_\_\_\_ Age \_\_\_\_\_

License/State ID # \_\_\_\_\_ Social Security # \_\_\_\_\_

Emergency Contact Name &amp; Number \_\_\_\_\_

Vehicle Description &amp; License Plate # \_\_\_\_\_

Parole ☐ Probation ☐ Officer Name, Number, Location \_\_\_\_\_**Current Occupation/Employer & Contact Information**

Business \_\_\_\_\_ Phone # \_\_\_\_\_ Start date \_\_\_\_\_

**Past Occupation/Employer & Contact Information**

Buisness \_\_\_\_\_ Phone # \_\_\_\_\_ Start/End date \_\_\_\_\_

**Past Occupation/Employer & Contact Information**

Business \_\_\_\_\_ Phone # \_\_\_\_\_ Start/End date \_\_\_\_\_

**3 Rental References**

Landlord \_\_\_\_\_ Landlord \_\_\_\_\_ Landlord \_\_\_\_\_

Occupancy \_\_\_\_\_ Occupancy \_\_\_\_\_ Occupancy \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_ Address \_\_\_\_\_

Phone # \_\_\_\_\_ Phone # \_\_\_\_\_ Phone # \_\_\_\_\_

Sign \_\_\_\_\_ Date \_\_\_\_\_

Room #

K.Leighton Holdings LLC

Rooming House Application

3 Non-Relative Personal References

Name _____	Name _____	Name _____
Years known _____	Years known _____	Years known _____
Address _____ _____	Address _____ _____	Address _____ _____
Phone # _____	Phone # _____	Phone # _____

Sign \_\_\_\_\_ Date \_\_\_\_\_