



935 John St. Kalamazoo, MI 49001
Phone (269)342-1488,(269)381- 2812 Fax (269)385-2089
Email: service@hmsys.com

INSTRUCTIONS AND REQUIREMENTS FOR SUBMITTING AN APPLICATION:

\$25 APPLICATION FEE
PAID: YES NO

- Any person over the age of 18 who will be occupying the premises must submit an application.
- Applicants must supply two of their most recent pay stubs or documentation of any assistance that is received.
- A copy of both Driver's License and/or State Identification Card and Social Security card must be submitted with every application.
- APPLICATIONS MUST BE COMPLETED IN THEIR ENTIRITY AND WILL NOT BE PROCESSED UNTIL ALL REQUIRED DOCUMENTATION AND INFORMATION LISTED ABOVE IS SUBMITTED BY THE APPLICANT.

Property Applied for: _____ Date Wanted: _____
 Name: _____ DOB: _____
 Social Security # _____ Drivers License #: _____
 Local Phone #: _____ Work Phone #: _____
 Name, relationship of person going to be living with you. _____

Current Address: _____
 Street City State Zip

Move-in date _____ Date your lease ends _____

Current Landlord Name and Phone #: _____

Previous Address: _____
 Street City State Zip

Move in Date _____ Move out date _____

How Long At This Address? _____ Monthly Rent _____ Utilities Inc _____

Reason for moving _____

Previous Landlord Name & Phone #: _____

Have you ever had a eviction? _____ If so when? _____ Where _____

Have you ever filed bankruptcy? _____ If so when? _____ Date of discharge _____

Have you ever been convicted of a felony? _____

Answering yes to this question does not automatically disqualify you for tenancy with Hickory Management Services.

Can utilities be put in your name? _____ Have you ever filed Bankruptcy? _____ If yes when? _____

Source of Income: _____ Phone #: _____

Supervisor: _____ Your Position: _____

Monthly Income: _____ Start date: _____

Amount of alimony or child support you pay _____ Or Recieve _____

Where do you Bank? _____
 Name Account # City State

Are you a student? _____ If yes, what school? _____

Are you receiving a loan/grant? _____ Amount: _____

Do you have any pets? (Please specify what type of animal, how many pets will be residing in the home, weight(s) and breed(s).) _____

Email Address: _____

1. Personal Reference _____ Address _____ Phone No. _____

2. Personal Reference _____ Address _____ Phone No. _____

I understand that this application will be submitted to a Credit Services Company for additional verification of tenancy, employment, references and credit history. I also agree to allow Hickory Management Services to do a background check that will verify the information I provided above. The application fee is non-refundable.

Signature _____ Date _____

Notes or Comments: _____

Emergency Contact: _____
Relationship: _____
Phone Number: _____
Emergency Contact: _____
Relationship: _____
Phone Number: _____