

House / Apartment Assigned \_\_\_\_\_  
Security Deposit \$ \_\_\_\_\_  
Monthly / Semester \_\_\_\_\_  
Lease Dates \_\_\_\_\_  
Rent \$ \_\_\_\_\_

*Internal Office Use Only*

**N. Lee Ligo**  
**P.O. Box 698**  
**Slippery Rock, PA 16057**  
**Telephone: (724) 794-2626**  
**Fax: (724) 794-2390**

## N. LEE LIGO HOUSE RENTAL APPLICATION

### TENANT INFORMATION:

NAME: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

STREET: \_\_\_\_\_ CELL: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

AGE: \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_ GRADE POINT AVERAGE \_\_\_\_\_

PLEASE CHECK APPROPRIATE YEAR FOR LEASING PERIOD:

SOPHMORE     JUNIOR     SENIOR     GRAD STUDENT     FACULTY

### CO-SIGNER INFORMATION : (Required for ALL Leases – must have full time employment or equivalent financial stability.)

NAME: \_\_\_\_\_ HOME: \_\_\_\_\_

STREET: \_\_\_\_\_ CELL: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

### RELATIONSHIP TO TENANT:

MOTHER/  
FATHER     GRAND-  
PARENT     BROTHER/  
SISTER     OTHER: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

### ROOMMATES:

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

**HOUSE (Please indicate preference)**

- 177 HARMONY ROAD (4 BR – 2½ BATH)
- 191 HARMONY ROAD, APT. #1 (4 BR – 2 BATH)
- 191 HARMONY ROAD, APT. #2 (3 BR – 2 BATH)
- 191 HARMONY ROAD, APT. #3 (2 BR – 1 BATH)
- 197 HARMONY ROAD (1 BR – GRAD STUDENT / FACULTY)
- 262 GROVE CITY ROAD, APT. #1 (1 BR – GRAD STUDENT / FACULTY)
- 409 KIESTER ROAD, APT. #1 (4 BR – 1 BATH)
- 409 KIESTER ROAD, APT. #2 (4 BR – 2 BATH)
- 413 KIESTER ROAD, APT. #1 (4 BR – 1 BATH)
- 413 KIESTER ROAD, APT. #2 (4 BR – 2 BATH)

**EDUCATIONAL INFORMATION:**

MAJOR / FIELD OF STUDY: \_\_\_\_\_

MEMBER OF SORORITY / FRATERNITY:      YES       NO       NAME \_\_\_\_\_

MEMBER OF VARSITY SPORTS:              YES       NO       NAME \_\_\_\_\_

**REFERENCES:**

1. \_\_\_\_\_                              PHONE: \_\_\_\_\_

2. \_\_\_\_\_                              PHONE: \_\_\_\_\_

**CURRENT HOUSING:**

CURRENTLY RESIDE AT: \_\_\_\_\_

DO YOU OWE RENT AND/OR DAMAGE PAYMENTS?      YES       NO       AMOUNT \$ \_\_\_\_\_

EXPLANATION: \_\_\_\_\_

**CURRENT EMPLOYMENT:**

\_\_\_\_\_ FULL TIME              EMPLOYER: \_\_\_\_\_

\_\_\_\_\_ PART TIME              ADDRESS: \_\_\_\_\_      PHONE: \_\_\_\_\_

**PERSONAL INFORMATION:**

HAVE YOU EVER BEEN CONVICTED OF A FELONY?      YES       NO

WILL FINANCIAL AID BE UTILIZED TO PAY SOME OR ALL OF RENT? IF SO, SOURCE: \_\_\_\_\_

# RESERVATION GUARANTY AND SECURITY DEPOSIT RECEIPT

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## NEW APPLICANTS

We will be asking our existing tenants of N. Lee Ligo rental houses ("Landlord") to commit to retaining their apartment for next year by October 13, 2009. It will be impossible to accurately forecast how many houses / apartments actually will be available for the 2010/2011 rental season until that date. However, judging from past experience availability should not be a major problem.

Signing a Reservation Guaranty and Security Deposit Receipt along with payment of the required application fee is one of the prerequisites for renting a house / apartment from N. Lee Ligo. This office will review all newly completed rental applications and will contact successful applicants on a first come first serve basis. If there should be an insufficient number of specific house / apartment types available because of renewals, we will notify you immediately and your application fee will be returned within thirty (30) days. Once the house / apartment has been assigned to you, the application fee will then become a non-refundable Security Deposit for said assigned house / apartment throughout your occupancy at Campus Side.

The undersigned hereby acknowledges and agrees that an application fee has been paid to Landlord on this date in the amount of \_\_\_\_\_ for the sole purpose of reserving and guarantying against damages to a house / apartment which could otherwise be rented to others, by the Landlord.

**The application fee shall be returned to the undersigned, if requested in writing during the first three (3) business days following the date of deposit.**

The application fee / security deposit shall be deposited and held in a non-interest bearing escrow account at First National Bank. After you are assigned a house / apartment, the security deposit will be non-refundable until such time replacement tenants are obtained by you and leases are fully executed by same. At that time, a \$150.00 per person re-leasing fee will be assessed and the balance of your deposit will be refunded. If the house / apartment is not re-leased by you, the security deposit, in its' entirety, shall be treated as liquidated damages for the Landlord's removing the house / apartment from the rental market.

## EXISTING TENANTS

In the event the undersigned is currently a tenant of N. Lee Ligo, signing this document confirms your intent to renew your current lease agreement for the 2010/2011 rental season. Your current security deposit will be rolled over to the new leasing period. The rules for refunding security deposits are outlined above and will also apply to existing tenants.

## LEASE AGREEMENTS

Should you and / or any of your roommates elect not to sign a Lease Agreement reflecting the terms of your application, the Landlord **may elect to** place the house / apartment back on the market. Your failure to sign and return the Lease Agreement within fifteen (15) days will result in the forfeiture of your application fee. Should the departing tenant(s) secure a replacement tenant(s) the \$150.00 re-lease fee will be applied.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Signer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rental Agent

\_\_\_\_\_  
Date