

**HAYES PROPERTIES, INC.**  
4043 N. Ravenswood Avenue, Suite 210  
Chicago, Illinois 60613  
Tel 773-929-7050  
Fax 773-929-5049

**RESIDENTIAL LEASE APPLICATION**

Address: \_\_\_\_\_ Lease from: \_\_\_\_\_ to: \_\_\_\_\_ Administrative Fee: \_\_\_\_\_  
\_\_\_\_\_ Move in Date: \_\_\_\_\_ Received: \_\_\_\_\_  
Chicago, IL Rent: \_\_\_\_\_ Owed: \_\_\_\_\_

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

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Birthdate: \_\_\_\_\_

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

Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Annual Income: \_\_\_\_\_

Work Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

In Case of Emergency, Notify: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Bank: \_\_\_\_\_ Social Security #: \_\_\_\_\_

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| <b>Additional Comments:</b> |  |
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- Rent is due no later than the 7<sup>th</sup> of each month. A late charge applies to all rents received on or after the 8<sup>th</sup>.
- All moving to be done through the rear, unless previously approved by management.
- Tenant responsible for all replacement key costs. Lock-out fee \$25.00.
- No dogs allowed.
- Tenant responsible for cleaning all appliances and surfaces at end of lease.
- No bicycles or Christmas trees in front halls.
- Tenant responsible for carrying a full set of keys at all times.
- Applicant hereby agrees that the above statements are true and correct and do hereby authorize Hayes Properties, Inc. or Albany Bank & Trust to run a credit check, as well as verify any references given. This process may be repeated any time during the lease term. Applicant understands that the Administrative Fee is non-refundable unless applicant is rejected by Hayes Properties as a tenant.

Hayes Properties, Inc. does not discriminate based on race, color, religion, national origin, age, sex, familial status, handicap or source of income.

\_\_\_ My initials here testify that I have read and understand all of the above.

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