

Dear Future Resident

Enclosed you will find the following forms and steps that need to be completed in order for you to begin the leasing process at The Edge of Campus:

1. Complete the Resident Application.
2. Provide a copy of your current picture identification.
3. Students will provide a copy of their student picture ID.
4. The Guarantor form must be completed and notarized.
5. Provide a copy of your guarantor's picture identification.
6. Community criteria must be signed by resident.

It will be necessary for your to submit a minimum of 3 checks payable to The Edge along with the completed forms in order to begin the leasing process. **NO cash is accepted.** They are as follows:

- ~~1. Refundable security deposit of \$100.00 (Must be a separate check)~~ **Waived**
- ~~2. Non-refundable application fee of \$40.00 (Must be a separate check)~~ **Waived**
3. Non-refundable cleaning fee of \$100.00 (Must be a separate check)

We thank you in advance for your cooperation and look forward to hearing from you soon. If you have any questions, please contact me via email at [kandace@edgenorman.com](mailto:kandace@edgenorman.com) or contact the leasing office at 405-364-4000.

Sincerely,

Kandace Beck  
Leasing Director  
The Edge of Campus



**Leasing Office**  
 2200 Classen Blvd. #8111  
 Norman, OK 73071

**Office:** 405-364-4000  
**Fax:** 405-321-2406  
**E-mail:** info@edgenorman.com



## Resident Application

### RENTAL INFORMATION

Preferred Term:	Rental Rate:
<input type="checkbox"/> June – May	\$470/month x12*
<input type="checkbox"/> August – July	\$470/month x12*
<input type="checkbox"/> August – May	\$525/month x10*

### APPLICANT INFORMATION

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_  
 Social Security #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Driver's License #: \_\_\_\_\_ Employer: \_\_\_\_\_

### DESIRED ROOMMATES (IF KNOWN)

Roommate 1's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Roommate 2's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Roommate 3's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

### ADDRESS (WHEN AT SCHOOL)

Street: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Dorm    Apartment    Community    Rental Home    Own    Other \_\_\_\_\_

### ADDRESS (WHEN NOT AT SCHOOL)

Street: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_





**Leasing Office**  
 2200 Classen Blvd. #8111  
 Norman, OK 73071

**Office:** 405-364-4000  
**Fax:** 405-321-2406  
**E-mail:** info@edgenorman.com



**EMERGENCY CONTACT**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

**VEHICLE INFORMATION**

Make of Car: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

**RENTAL & CRIMINAL HISTORY**

Present or most recent address (that you either rent(ed) or own(ed); do not include dorms):

Name of landlord, apartment, community, or mortgage co.: \_\_\_\_\_

Phone: \_\_\_\_\_ Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Monthly Payment: \$ \_\_\_\_\_ How long did you rent or own here: \_\_\_\_\_

Prior address (that you either rent(ed) or own(ed); do not include dorms):

Name of landlord, apartment, community, or mortgage co.: \_\_\_\_\_

Phone: \_\_\_\_\_ Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Monthly Payment: \$ \_\_\_\_\_ How long did you rent or own here: \_\_\_\_\_

Have you ever been evicted for non-payment of rent or any other lease violation?:  Yes  No

Have you ever been convicted of a felony?:  Yes  No





**Leasing Office**  
 2200 Classen Blvd. #8111  
 Norman, OK 73071

**Office:** 405-364-4000  
**Fax:** 405-321-2406  
**E-mail:** info@edgenorman.com



## Roommate Matching

The following information will be used to help find you an appropriate roommate. Please be aware that this information will be shared with other residents & applicants who are in need of roommate matching. Please be honest in your answers. If your habits/preferences change prior to or during your tenancy, we ask that you submit an updated form.

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

E-Mail: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Gender:  Male  Female Expected Graduation Date (semester & year): \_\_\_\_\_

Major(s): \_\_\_\_\_ Minor(s): \_\_\_\_\_

Home Town & State: \_\_\_\_\_

Hobbies/Sports/Associations/Clubs: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### PET POLICY

Dogs and cats under 30 pounds are allowed in unit with payment of a \$300 non-refundable fee. Fee is per pet. Only two pets per unit. All roommates must sign off that they agree to the pet being in the unit.

Is a Pet in the Unit Acceptable:

- Yes, I have a pet that I want in the unit.  dog  cat
- Yes, I am fine if my roommate has a pet in the unit.  dog  cat  either
- I would consider a pet if I met it prior to moving in.  dog  cat  either
- No, I do not want a pet in my unit.

### CO-ED LIVING

Is Co-Ed Living Acceptable:

- Yes, I don't mind living with roommates of the opposite Sex.
- No, I only want to live with roommates of the same Sex.
- I would consider a Co-Ed arrangement if I met w/ the roommate(s) prior to moving in



## Your Habits/Style and Your Ideal Roommate

HABIT	YOU	ROOMMATE PREFERENCE
Smoking:	<input type="checkbox"/> Don't Smoke <input type="checkbox"/> Do Smoke <input type="checkbox"/> Smoke Outside	<input type="checkbox"/> Non-Smoker <input type="checkbox"/> Smoker <input type="checkbox"/> Doesn't Matter
Drinking Alcohol:	<input type="checkbox"/> Don't Drink <input type="checkbox"/> Do Drink <input type="checkbox"/> Only at Parties/Events	<input type="checkbox"/> Doesn't Drink <input type="checkbox"/> Drinks <input type="checkbox"/> Doesn't Matter
Studying: (Frequency)	<input type="checkbox"/> Often <input type="checkbox"/> Occasionally <input type="checkbox"/> Seldom	<input type="checkbox"/> Often <input type="checkbox"/> Occasionally <input type="checkbox"/> Seldom
Studying: (Location)	<input type="checkbox"/> In my room <input type="checkbox"/> Library/Lab/On-Campus <input type="checkbox"/> Both	<input type="checkbox"/> In their room <input type="checkbox"/> Library/Lab/On-Campus <input type="checkbox"/> Doesn't Matter
Housekeeping: (Bedroom)	<input type="checkbox"/> Very Neat & Organized <input type="checkbox"/> Somewhat Neat <input type="checkbox"/> Not Neat	<input type="checkbox"/> Very Neat & Organized <input type="checkbox"/> Somewhat Neat <input type="checkbox"/> Not Neat <input type="checkbox"/> Doesn't Matter
Housekeeping: (Living Room/Kitchen)	<input type="checkbox"/> Neat & Clean <input type="checkbox"/> Somewhat Neat <input type="checkbox"/> Not Neat	<input type="checkbox"/> Neat & Clean <input type="checkbox"/> Somewhat Neat <input type="checkbox"/> Not Neat <input type="checkbox"/> Doesn't Matter
Cooking:	<input type="checkbox"/> Often <input type="checkbox"/> Occasionally <input type="checkbox"/> Microwave Only	<input type="checkbox"/> Often <input type="checkbox"/> Occasionally <input type="checkbox"/> Doesn't Matter
Partying: (In Your Apartment)	<input type="checkbox"/> Occasionally <input type="checkbox"/> Often <input type="checkbox"/> Never	<input type="checkbox"/> Occasionally <input type="checkbox"/> Often <input type="checkbox"/> Party Somewhere Else <input type="checkbox"/> Doesn't Matter
Music Volume:	<input type="checkbox"/> Soft <input type="checkbox"/> Loud	<input type="checkbox"/> Soft <input type="checkbox"/> Loud <input type="checkbox"/> Doesn't Matter
Athletic/Fitness Minded: (Check all that apply)	<input type="checkbox"/> I work out often or occasionally <input type="checkbox"/> I participate in intramurals <input type="checkbox"/> I'm a Student-Athlete	<input type="checkbox"/> Works out often or occasionally <input type="checkbox"/> Doesn't work out at all <input type="checkbox"/> I wish to live w/ a Student-Athlete <input type="checkbox"/> Doesn't Matter
Going Out:	<input type="checkbox"/> Often <input type="checkbox"/> Occasionally	<input type="checkbox"/> Often <input type="checkbox"/> Occasionally <input type="checkbox"/> Doesn't Matter



**Leasing Office**  
2200 Classen Blvd. #8111  
Norman, OK 73071

**Office:** 405-364-4000  
**Fax:** 405-321-2406  
**E-mail:** info@edgenorman.com



**THIS SECTION IS VERY IMPORTANT: APPLICANT MUST READ, UNDERSTAND AND SIGN THIS STATEMENT**

Qualifying Criteria:

1. All forms must be completed, including Resident Application with copy of picture identification, Guarantor/Sponsor Guaranty and Information sheet notarized with copy of Guarantor's picture identification.
2. Please refer to the Community Criteria for current income, credit, & rental history criteria needed to qualify.
3. Subletting is prohibited without prior approval of management.
4. Only one occupant per bedroom. Every occupant signs an individual lease for an assigned bedroom.

The undersigned hereby authorizes DMG to obtain credit and/or criminal reports and conduct such other investigations of the Applicant and/or Guarantors as DMG deems necessary in connection with this application and leasing of the Apartment to Applicant. The undersigned agrees that all information provided is true, correct and complete. Any misstatement or omission of facts in this application may result in termination of the Applicant's lease for cause.

Note: Prior to signing a lease, if the applicant is approved and cancels application, a \$50 cancellation fee is required.

\_\_\_\_\_  
APPLICANT

\_\_\_\_\_  
DATE





**Leasing Office**  
 2200 Classen Blvd. #8111  
 Norman, OK 73071

**Office:** 405-364-4000  
**Fax:** 405-321-2406  
**E-mail:** info@edgenorman.com



## Community Criteria

Applicant rental history requirements:

- Applicant must have a clean rental history. All evictions will result in a denial.

Income requirements for guarantor:

- By signing below, you certify that your guarantor's monthly household income is at least four (4) times the amount of the monthly rent for which they are guaranteeing.

Credit requirements for guarantor:

- Satisfactory credit rating for the prior two (2) years will be required and 80 % of all credit lines must show "paid on time" or "as agreed." Less than eighty percent (80%) positive credit will require a pre-payment of 2 months rent in order to qualify.
- Lack of credit history will be considered unsatisfactory and require a pre-payment of two (2 ) months rent in order to qualify. Sufficient credit is defined as at least five (5) open accounts in good standings. Bankruptcies not discharged & unpaid rental related judgments would result in denial.

Applicant qualifying without a guarantor:

- Applicants who wish to qualify without a guarantor must meet all specifications listed above for both applicant and Guarantor.
- Applicant must have 6 months employment history or previous employment in the same field and provide documentation of monthly income of at least four (4) times the monthly rental amount.
- If the applicant does not meet the monthly income requirement stated above, the applicant has the option of providing documentation of any financial aid, scholarships, and grants that the applicant may be entitled to. If the documentation indicates that the resident is entitled to funds equal to seventy percent (70%) of five (5) monthly rental payments, the applicant may be approved. Any applicant who qualifies in this manner, will be required to pay the 1st month's rent along with an additional three (3) months of rent, at the time of taking possession of the premises. The additional rent will be held during the tenancy and will apply to the last three months of the term of the lease.

Equal housing:

- Non-discrimination on the basis of race, color, religion, sex, national origin, familial status or handicap is the comprehensive policy for this property.

I HAVE READ, UNDERSTAND AND ACCEPT THE ABOVE RENTAL CRITERIA.

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Management Signature

\_\_\_\_\_  
 Date





**Leasing Office**  
 2200 Classen Blvd. #8111  
 Norman, OK 73071

**Office:** 405-364-4000  
**Fax:** 405-321-2406  
**E-mail:** info@edgenorman.com



THE EDGE @ NORMAN, NORMAN, OKLAHOMA

GUARANTY OF LEASE  
 MINIMUM GUARANTEED AMOUNT: \$6000

THIS GUARANTY OF LEASE is executed by the person or persons whose names are signed below. It is understood that \_\_\_\_\_ has applied to become a Resident in the apartment community known as THE EDGE AT NORMAN, NORMAN, OKLAHOMA. The Lease and Rules and Regulations are incorporated herein and will be signed by the Resident, subject to completion as appropriate. The Landlord requires, as a condition of the acceptance of such Resident, that all monetary and non-monetary obligations of the Resident with respect to the Lease and the Rules and Regulations be personally and unconditionally guaranteed by the undersigned.

In order to induce the Landlord to lease to the Resident identified above, the undersigned do or does hereby (if more than one, jointly and severally) unconditionally guarantee to the Landlord, its successors and assigns, the payment by Resident of all monetary obligations under such Lease, to be executed by Resident, and fully executed amendments, modifications, renewals, addenda or additions and the performance by Resident of all the terms and provisions of the Lease, as if the undersigned had executed said Lease as Resident, and, upon any default by Resident, agree or agrees to perform each and every obligation of Resident under the Lease or any renewal, modification, amendment, addendum, assignment, subletting or extension thereof, including, but not limited to, the payment of such sum or sums of money as may be due.

This guarantee is absolute and unconditional and shall not be affected or diminished by an assignment of the Lease or subletting of the Premises. The rights herein granted shall be in addition to any rights of the Landlord against the Resident, and shall exist regardless of any re-entry of the Premises by the Landlord and shall not be waived by any failure on the part of the Landlord to assert rights or remedies against the Resident. Landlord shall not be required to resort to the Resident before instituting action against any individual guarantor or guarantors jointly. The undersigned agree or agrees that any proceedings to enforce this Guaranty of Lease may be instituted in a court of competent jurisdiction located in Cleveland County, Oklahoma, and that the undersigned is or are subject to the jurisdiction of any such court.

The undersigned hereby waive or waives his, her or their rights to require Landlord to proceed against the principal obligor(s), to realize upon Landlord's security and to take (or refrain from taking) other actions in pursuing its rights and remedies, and the undersigned specifically waives all of his, her or their rights which are or may be in conflict with, or in derogation of, the rights, remedies and privileges granted or otherwise afforded to Landlord under the terms of the Guaranty of Lease.

The undersigned further waive or waives (1) notice of renewal or extension of the Lease or notice of extension of time within which any payment of rental, damages or repairs or the performance of other obligations shall be due; (2) necessity of recourse against Resident; (3) any understanding that any other person, firm or corporation was to sign this guaranty; (4) the incapacity or bankruptcy of Resident or any other guarantor; (5) any notice of change or amendment to the Lease, the Rules and Regulations, or the right to any notice of default.

Failure of Landlord to enforce rights of recovery against other occupants of the unit and any third parties shall not release the undersigned, provided that the undersigned is or are only liable for payments or obligations of Resident whose name is set forth above in accordance with the terms of the Lease but shall be solely responsible as though the undersigned were the Resident.

If at any time or times hereafter Landlord employs counsel to pursue collection, to intervene, sue for enforcement of the terms of the Lease or to file a petition, complaint, answer, motion or other suit proceedings related to this Guaranty of Lease or the Lease, then in such event, all of the reasonable attorney's fees and expenses relating thereto shall be an additional liability of the undersigned to Landlord, payable on demand.

If the Guarantor wishes to be released from this agreement before the Resident enters into a subsequent renewal term, the Guarantor must submit a written request of guarantee removal 60 days prior to the commencement date of the subsequent term. Such written request does not release the Guarantor from any obligations for any monetary damages that may have occurred during the lease term(s) during which this agreement is in effect.







**Leasing Office**  
2200 Classen Blvd. #8111  
Norman, OK 73071

**Office:** 405-364-4000  
**Fax:** 405-321-2406  
**E-mail:** info@edgenorman.com



Applicant's Name \_\_\_\_\_

Guarantor's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell Phone # \_\_\_\_\_ Work Phone # \_\_\_\_\_

Social Security Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Signature of Guarantor \_\_\_\_\_ Date \_\_\_\_\_

The execution of this document is a material inducement for landlord to enter into a lease contract, and landlord is fully relying upon the due and valid execution by all persons whose names are shown above. Landlord reserves all recourse, civil or criminal, in the event of a false or forged execution hereof. Further, this agreement shall remain in effect for the entire term of the lease contract, or any renewal, extension or subsequent lease contract to which resident and landlord, or its successors or assigns, are parties.

