



## APARTMENT SUPPLEMENTAL APPLICATION

(Include Acord application)

Applicant's Name: \_\_\_\_\_ Location Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

### APARTMENTS:

On-site manager?  Yes  No Hours available: \_\_\_\_\_  
Are units available for daily or weekly rental?  Yes  No  
Age of Building: \_\_\_\_\_ # of Buildings: \_\_\_\_\_ # of Stories: \_\_\_\_\_ # of Families: \_\_\_\_\_ % Occupied: \_\_\_\_\_ %  
Is there an elevator on premises?  Yes  No Is an elevator maintenance agreement in force?  Yes  No  
Construction – last updated: \_\_\_\_\_ Roof: \_\_\_\_\_ Wiring: \_\_\_\_\_  
If over 10 years, provide details: \_\_\_\_\_  
If aluminum wiring, have all outlets been pigtailed and checked by a licensed electrical contractor within the past 5 years?  Yes  No  
Number of years owned: \_\_\_\_\_  
Condition of Property:  Good  Average  Poor  
Surrounding Area:  Improving  Stable  Declining  
Occupancy: \_\_\_\_\_ % Student Housing \_\_\_\_\_ % Subsidized \_\_\_\_\_ % Elderly

### FIRE/SAFETY INFORMATION:

Are space heaters utilized or are tenants permitted to have space heaters?  Yes  No  
Hallways/stairwells open or closed: \_\_\_\_\_ # of Exits: \_\_\_\_\_  
Fire doors and panic hardware?  Yes  No  
Is there a central station?  Yes  No If yes, is it monitored to desk?  Yes  No  
Are heat/smoke detectors in each unit?  Yes  No Are heat/smoke detectors:  Hard Wired  Battery  
How often are detectors tested? \_\_\_\_\_ How often are batteries replaced? \_\_\_\_\_  
Are carbon monoxide detectors in each unit?  Yes  No  
Is risk sprinklered?  Yes  No  
If yes, describe which areas: \_\_\_\_\_  
Is property compliant with all city/state housing codes?  Yes  No

### SWIMMING POOL INFORMATION:

CHECK HERE IF NOT APPLICABLE.

Are lifeguards employed by you or subcontracted?  Yes  No If yes, are certificates of insurance provided?  Yes  No  
Number of pools: \_\_\_\_\_  
Are pools fenced from all units?  Yes  No If yes, what is the height of the fence? \_\_\_\_\_  
Is there a diving board or slide?  Yes  No If yes, what is the height of the board? \_\_\_\_\_  
Are there depth markers?  Yes  No Shepard's hook/ring nearby?  Yes  No  
Self-closing gate?  Yes  No Any structures within 10 feet of edge of pool?  Yes  No  
Are warning signs and rules posted in a clearly visible area?  Yes  No

### SECURITY:

Are sliding glass doors equipped with additional locks?  Yes  No  
Do entry doors have peepholes and keyless deadbolts?  Yes  No  
Are there any security guards on premises?  Yes  No  
If yes, please provide full details including whether armed or unarmed, off-duty police, independent firm (which provides certificates?) or employees and if there is any non-cash compensation: \_\_\_\_\_  
Are there fences and/or gates surrounding the property?  Yes  No  
Are criminal checks done on employees?  Yes  No  
Are criminal checks done on prospective tenants?  Yes  No  
Have there been any previous incidents of physical or sexual assault?  Yes  No

**OTHER:**

Confirm that lease/rental agreement makes no warranties with regard to security and that leasing agents/employees are instructed to advise potential and current tenants to dial 9-1-1.  Yes  No

Any of the following? Please describe all yes answers in detail below.					
Baseball Fields	<input type="checkbox"/> Yes <input type="checkbox"/> No	Clubhouse	<input type="checkbox"/> Yes <input type="checkbox"/> No	Restaurants	<input type="checkbox"/> Yes <input type="checkbox"/> No
Basketball Courts	<input type="checkbox"/> Yes <input type="checkbox"/> No	Convenience Store	<input type="checkbox"/> Yes <input type="checkbox"/> No	Saunas/Spas	<input type="checkbox"/> Yes <input type="checkbox"/> No
Racquetball Courts	<input type="checkbox"/> Yes <input type="checkbox"/> No	Exercise Facility	<input type="checkbox"/> Yes <input type="checkbox"/> No	Security Guards	<input type="checkbox"/> Yes <input type="checkbox"/> No
Tennis/Volley Ball Courts	<input type="checkbox"/> Yes <input type="checkbox"/> No	Lakes	<input type="checkbox"/> Yes <input type="checkbox"/> No	Laundry Room	<input type="checkbox"/> Yes <input type="checkbox"/> No
Bathing Beaches	<input type="checkbox"/> Yes <input type="checkbox"/> No	Lifeguards	<input type="checkbox"/> Yes <input type="checkbox"/> No	Special Events	<input type="checkbox"/> Yes <input type="checkbox"/> No
Bike/Horse Trails	<input type="checkbox"/> Yes <input type="checkbox"/> No	Parks	<input type="checkbox"/> Yes <input type="checkbox"/> No	Streets/Roads	<input type="checkbox"/> Yes <input type="checkbox"/> No
Boat Docks/Slips	<input type="checkbox"/> Yes <input type="checkbox"/> No	Playgrounds	<input type="checkbox"/> Yes <input type="checkbox"/> No	Other: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No

If yes to any above, please describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**MAINTENANCE:**

Is janitorial, lawn care, or snow removal performed by outside contractors or employees?  Yes  No  
If outside contractors, is a certificate of insurance provided?  Yes  No

**Attach schedule if multiple properties/locations.**

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime. This application does not bind any of the parties to complete the insurance transaction.

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

\_\_\_\_\_  
Producer's Signature

\_\_\_\_\_  
Date