



EQUAL HOUSING  
OPPORTUNITY

***Stone Creek Apartments***

3450 North Commerce  
Ardmore, OK 73401

Applicant(s) \_\_\_\_\_  
Phone # \_\_\_\_\_  
Unit # \_\_\_\_\_

**Application Fee Agreement**

This application is an agreement between the owner of the property and the applicant(s) in the amount stated below for consideration of taking the property off the market by the complex upon approval of the application. ***If the application is approved by the owner, the holding fee will be applied toward the security deposit.*** This application is preliminary only and does not obligate the owner or the management company to execute a lease.

**THE APPLICANT WILL HAVE 24 HOURS TO CHANGE THEIR MIND UPON NOTIFICATION OF APPROVAL.  
AFTER 24 HOURS THE HOLDING FEE WILL NOT BE REFUNDABLE.**

Application fee **\$25.00** (\$25.00 per individual, 18 yrs and over)  
Holding Fee/ Security Deposit \$ \_\_\_\_\_  
Monthly Rent \$ \_\_\_\_\_

Address: 3450 N. Commerce City, State, Zip: Ardmore, OK 73401

Name of Owner: Stone Creek Apartments

Name(s) of Applicants: \_\_\_\_\_

Estimated date of occupancy: \_\_\_\_\_

Term of lease: Six Months or Twelve Months

Utilities paid by lessee: Electric, Water, Cable/ Internet

Special Conditions: **NO PETS or NO SMOKING INSIDE APARTMENTS (unless manager approved)**

**Application Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Application Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Owner Representative's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Email: receptionist@stonecreekapartments.net Phone: 580-226-1111 Fax: 580-226-1119



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APPLICATION DATE: \_\_\_\_\_ UNIT TYPE: \_\_\_\_\_ APARTMENT # \_\_\_\_\_

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**GENERAL INFORMATION**

Today's Date: _____	Move in Date: _____
Applicant's Name: _____	Co-Applicant: _____
Date of Birth: _____	Date of Birth: _____
Social Security #: _____	SSN: _____
Driver's License # and State: _____	DL# and St. _____
Phone #: _____	Ph. #: _____

**Names on Lease if Different:**

Occupants: \_\_\_\_\_

Additional Persons: \_\_\_\_\_

**Applicants' 18 years or older are required to submit separate applications and fees**

**PET INFORMATION:** Restricted breed are as follows, Pit Bulls, Bullies, Staffordshire Terriers, Chows, Doberman Pinschers and Rottweilers.

Type: \_\_\_\_\_ Weight: \_\_\_\_\_

**\$500 non-refundable pet fee**      **pet limit: 2 pets per apartment**

**PERSONAL INFORMATION:**

E-Mail: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Fulltime Student if Applicable: \_\_\_\_\_

Current Address: \_\_\_\_\_

Length of Residence: \_\_\_\_\_ Landlord Info. /Phone #: \_\_\_\_\_

Rent: \_\_\_\_\_ Own: \_\_\_\_\_ Mortgage Co.: \_\_\_\_\_ Acc. No. \_\_\_\_\_

Reason for Move: \_\_\_\_\_

Previous Address: \_\_\_\_\_

Length of Residence: \_\_\_\_\_ Landlord info/ Phone # \_\_\_\_\_

Rent: \_\_\_\_\_ Own: \_\_\_\_\_ Mortgage Co.: \_\_\_\_\_ Acc. No. \_\_\_\_\_

Reason for Move: \_\_\_\_\_

Have you ever been evicted? \_\_\_\_\_ Convicted of a crime? \_\_\_\_\_

Declared bankruptcy? \_\_\_\_\_ If so, explain: \_\_\_\_\_



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APPLICATION DATE: \_\_\_\_\_ UNIT TYPE \_\_\_\_\_ Apt. No. \_\_\_\_\_

**Employment:**

Applicant _____	Co-App. _____
Employer _____	Employer _____
Address _____	Address _____
Phone _____	Phone _____
Position _____	Position _____
Supervisor _____	Supervisor _____
Gross Monthly Income _____	Gross Monthly Income _____

**Previous Employer if less than one year on current job:**

Name _____	Name _____
Address _____	Address _____

**Vehicle Information:**

License Plate # _____	License Plate # _____
State _____	State _____
Make _____	Make _____
Model/ yr _____	Model/ yr _____
Color _____	Color _____

**Financial Information:**

Additional income: Overtime, Commissions, Tips, Pension, Retirement, Investment, Worker's Comp., Alimony, Child Support, Other.....

Source _____	Amount _____
Source _____	Amount _____
Bank _____	
Credit _____	
Personal _____	

**Emergency Contact:**

Name _____	Phone _____
Address _____	
Relation _____	

Applicant Signature _____	Date of receipt of holding _____
Leasing Agent _____	date: _____





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## Employment Verification

Stone Creek Apartments  
3450 North Commerce Street  
Ardmore, OK 73401  
580-226-1111 Office  
580-226-1119 Fax

Employer: \_\_\_\_\_

Fax #: \_\_\_\_\_ Phone #: \_\_\_\_\_

Monthly Wages (Gross) \$ \_\_\_\_\_

\_\_\_\_\_, authorize \_\_\_\_\_  
Applicant Employer

to verify my employment and monthly income to Stone Creek Apartments.

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

\_\_\_\_\_  
Employer's Signature Date

**Income Requirements:** Single lease holder must provide proof of income verifying the monthly income is 3 times the amount of monthly rent. Prospects may bring check stubs showing monthly wages, military LES papers, or court ordered income.

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Background Check

Applicant's Name: (print) \_\_\_\_\_

Applicant's Address:  
\_\_\_\_\_  
\_\_\_\_\_

Birth date: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Driver's License # and State: \_\_\_\_\_

Applicant's Signature: (please sign) \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

Applicant's Name: (print) \_\_\_\_\_

Applicant's Address:  
\_\_\_\_\_  
\_\_\_\_\_

Birth date: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Driver's License # and State: \_\_\_\_\_

Applicant's Signature: (please sign) \_\_\_\_\_ Date: \_\_\_\_\_



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# **Guidelines for Moving In / Out**

*Stone Creek Property*

- 1. Moving hours are from 9am to 8pm.**
- 2. Maximum moving vehicle size is 35 feet.**
- 3. Moving vehicle cannot block other vehicles, Handicap-parking, ramps, sidewalks or gates.**
- 4. Moving vehicle cannot ride up on curbs or landscaping.**
- 5. Tenant / Moving Company will be responsible for any damage caused to Stone Creek Property while moving on or off the premises.**
- 6. NO 18 WHEELERS ARE ALLOWED ON PROPERTY.**

**Thank You,**  
***Stone Creek Management***



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