



HDRS Casa Village LLC

70 Goldstrike Dr.

Billings, MT 59102

406.656.3910

<https://www.casavillage.com/>

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Welcome to Casa Village

Thank you for your interest in Casa Village. Casa Village is a private residential Manufactured Home Community. Our residents enjoy peaceful, quiet living in a friendly environment.

Our amenities include an outdoor swimming pool, a recreation center, an exercise room, 3-bay garage, a park with a basketball court and playground equipment, plus we provide canal irrigation water for lawn maintenance. Garbage is paid by Casa Village. We are conveniently located within walking distance to several shopping areas.

There are numerous services that we offer to our residents, such as snow removal in our streets and notary service. We have an onsite staff that live in the community and help provide an extra level of security. There is also a 24hr emergency line to better serve our residents.

In our continued effort to maintain and preserve a high quality community, we require all prospective residents to complete a rental application. Please be advised that with your signature on this application, you authorize us to apply for a credit report, criminal history report, past landlord history and employment history. The fee to cover the expense of these reports is \$50.00 per person or \$75.00 per couple. Anyone 16 years old and over is required to have a criminal history report done. This fee is payable at the time of the application.

We thank you for your interest in our community,
Casa Staff & Owners

Casa Village Fees:

Security Deposit -	\$525.00
Key Deposit -	\$50.00
Lot Site Rental -	\$525.00
Utility Fee -	\$20.00



Casa Village Application for Residency

Thank you for your interest in leasing at Casa Village.

In order for us to consider your application, we require the following items:

1. **A completed and signed application.** Please be sure all information is provided. DO NOT leave any items blank.
2. **Copy of an acceptable proof of income,** (Example: most recent pay stub, W-2, personal income tax returns, or proof of automatic deposit for retirement or Social Security income). You must have proof of valid income for a consistent 12 month period.
3. **An application fee** amount of \$50.00 paid by check or money order made payable to Casa Village. Additional co-applicant(s) 16 years or older will require an additional payment(s).
4. **A copy of your current,** valid Driver's License or another form of ID.

The processing of your application will be expedited by furnishing all the above items as soon as possible. Be advised that by completing this application & paying the fees associated does not guarantee your approval to live in this community.

If you have any questions, please feel free to contact us at 406-656-3910. We look forward to working with you.

If your application is approved, you will be required to pay a \$525.00 security deposit before moving into Casa Village.

Date of Application: _____

House applying to reside in: _____

PROOF OF INCOME: Manager must verify proof of income prior to running the credit report.

Acceptable proof of Income:

Recent pay stubs (within past month)
 Form W-2
 Permanent Disability

Income Tax Return (for Self Employment)
 Social Security Pension

CREDIT: Credit status will be checked through the appropriate Credit Bureau.

The following found in the credit report will create a denial:

Any open bankruptcy
 Unsatisfied judgment(s)
 Any open/unsatisfied tax liens(s)

CRIMINAL HISTORY: A Criminal Background will be run on every applicant. The following will create a denial:

Any Felony Conviction.

Any Registered Sex Offender or offenses involving sex or sex crimes.

Any convictions for drug and/or paraphernalia use, possession or distribution within the last 15 years.

Applicant falsified application by stating no arrest record exists.

Any convictions for offenses against persons or animals.

Any convictions involving firearms or weapons.

Any offenses against property i.e. theft, arson, burglary, vandalism, or destruction of property.

Any convictions involving a DUI within the last 5 years.

RESIDENT HISTORY: We must be able to verify the most recent year of rental history. If the landlord does not provide this information the applicant must provide a copy of their lease and 3 months of canceled rent checks (front and back).

The following will create a denial:

Evicted.

Applicant is currently in default under a lease.

Apartment damage reported in the past 5 years.

Any unpaid balance over \$500.00 owed to a rental community/landlord for any reason in the past 7 years.

Delinquent mortgage account.

Falsified landlord verification-Applicant not on lease.

Applicant was served for non-payment of rent in the past 5 years.

The following will create a point reduction in the model:

Applicant was served for lease violations in the past 5 years.

Applicant served notice for neighbor complaints in the past 5 years.

Any unpaid balance under \$499.00 owed to a rental community/landlord for any reason in the past 7 years.

EMPLOYMENT: Scheduled rent cannot exceed 36% of verifiable gross monthly income. Employment history and acceptable proof of income must be provided.

The following will create a denial:

Employer refuses to provide verification.

Falsified employment verification.

Applicant does not work at stated company.

Applicant Information

Main Applicant Name: _____ Phone Number: _____

Email Address: _____ Date of Birth: _____

Drivers License #: _____ State of Issue: _____

SSN: _____

Co- Applicant Name: _____ Phone Number: _____

Email Address: _____ Date of Birth: _____

Drivers License #: _____ State of Issue: _____

SSN: _____

Total Occupants: _____ Names (Please List) _____

Pets? Yes _____ No _____ Breed/Weight: _____

Please review Casa Village's Pet Agreement Form

Have you ever been convicted of a Criminal Offense? Yes _____ No _____ If YES to Any, Please Explain:

Resident History

Current Address *City/State* *Former Address* *City/State*

Moved in _____ Monthly Payment _____ Own _____ Rent _____

Have you ever been Evicted from a residence? Yes _____ No _____

Landlord or Mortgage Co. _____ Address: _____

Phone Number: _____

Employment History

Applicant Current Employer *Start Date*

Co-Applicant *Start Date*

Address, City, State, Zip *Phone #*

Address, City, State, Zip *Phone #*

Position _____ Monthly Salary _____

Position _____ Monthly Salary _____

No other persons to reside at any time without written consent of the property manager. Initial _____

Emergency information:

Member of your immediate family: _____ Relationship: _____

Street Address *City, State or Province* *Zip* *Phone #*

I hereby authorize Casa Village to obtain a consumer report, and any other information it deems necessary, for the purpose of evaluating my application. I understand that such information may include, but is not limited to, credit history, civil and criminal information, records of arrest, rental history, employment/salary details, vehicle records, licensing records, and/or any other necessary information. I hereby expressly release Casa Village and any procurer or furnisher of such information, from any liability whatsoever in the use, procurement, or furnishing of such information, and understand that my application information may be provided to various local, state and/or federal government agencies, including, without limitation, various law enforcement agencies. As an applicant, I represent that the above statements are correct and complete and that I intend that Casa Village rely on these representations in determining where to lease to me a home and/or home site in the community. I agree that I have no right to occupy a home or home site in the community until this application is approved, a lease is signed and I have made any necessary initial payments. I understand that any misrepresentation on this application may be cause for lease termination and/or non-acceptance of this application.

Print Name

Signature

Date

Print Name

Signature

Date

For Management to fill out

Application fee paid: Yes _____ No _____ Payment Method _____ Date _____