



**Mills Property Office Use Only:**

Apply Date: \_\_\_\_\_ Time: \_\_\_\_\_

Copy of Applicant ID Received ☐

# APPLICATION FOR OAK VILLAGE

**Each Adult Applicant must submit a copy of a government issued photo ID.**

**FAMILY SUMMARY** (List all person, including yourself, who will be living within the unit)

Name	Relationship	Gender (Mark N/A if choose not to disclose)	Social Security #	Birth Date	U.S. Citizen (Yes/No)
1.	Head of Household				
2.					
3.					
4.					
5.					
6.					

Do you expect any changes to the household? ☐ Yes ☐ No If yes, explain: \_\_\_\_\_

**Contact Information:**

Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

**Current Address** \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Present Landlord (If applicable) \_\_\_\_\_ Landlord Phone # \_\_\_\_\_

Length of Occupancy: From \_\_\_\_\_ to \_\_\_\_\_

**Previous Address** \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Previous Landlord (If applicable) \_\_\_\_\_ Landlord Phone # \_\_\_\_\_

Length of Occupancy: From \_\_\_\_\_ to \_\_\_\_\_

**Criminal Activity:** (*Oak Village is a part of the South Dakota Crime Free Housing*)

1. Have you been involved with any of the following crimes: *Violence, firearm violations, illegal drugs, theft, vandalism, disorderly conduct, disturbing the peace, assaults, or stalking (do not include minor traffic violations)?*

☐ Yes ☐ No If yes, explain: \_\_\_\_\_

2. Are you convicted sex offender? ☐ Yes ☐ No

**Housing Preferences:**

1. What is your desired move-in date? \_\_\_\_\_

2. What is your preferred rental size: ☐ 1 bedroom ☐ 2 bedroom ☐ 3 bedroom

3. Do you have pets? ☐ Yes ☐ No

4. Have you ever broken a rental agreement? ☐ Yes ☐ No

5. How did you hear about Mills Property Management? ☐ Friend ☐ Radio ☐ Web ☐ Newspaper ☐ Property Sign ☐ Other

**\*All Properties are smoke-free**

**Income Information:**

All sources of regularly received monies must be listed. Does anyone within the household receive income from the following?

Employment (wages, salaries, tips, commission, bonuses) (Please provide <b>6</b> current/consecutive paystubs reflecting your gross income)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Self-Employment or Gig Income ( <b>If yes, attach most current tax return &amp; schedule C</b> )	YES <input type="checkbox"/> NO <input type="checkbox"/>
Unemployment Compensation / Workers' Compensation ( <b>attach award letter</b> )	YES <input type="checkbox"/> NO <input type="checkbox"/>
Cash contributions or gifts (including rent or utility payments) received on an ongoing basis from persons not living with you	YES <input type="checkbox"/> NO <input type="checkbox"/>
Court Ordered Alimony / Spousal Support Payments ( <b>attach divorce decree</b> )	YES <input type="checkbox"/> NO <input type="checkbox"/>
Court Ordered Child Support State County <b>State</b> _____ <b>County</b> _____	YES <input type="checkbox"/> NO <input type="checkbox"/>
Temporary Assistance for Needy Families (TANF)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Social Security Retirement Benefits ( <b>please provide a current benefits letter</b> )	YES <input type="checkbox"/> NO <input type="checkbox"/>
Supplemental Security Income (SSI) ( <b>please provide a current benefits letter</b> )	YES <input type="checkbox"/> NO <input type="checkbox"/>
Social Security Disability Income (SSDI) ( <b>please provide a current benefits letter</b> )	YES <input type="checkbox"/> NO <input type="checkbox"/>
Optional State Supplement (\$15 per month)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Veterans Benefits / Military Pay	YES <input type="checkbox"/> NO <input type="checkbox"/>
Pension or Retirement Funds (Railroad, etc.)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Annuities	YES <input type="checkbox"/> NO <input type="checkbox"/>
Required minimum distribution (RMD) off of your retirement accounts	YES <input type="checkbox"/> NO <input type="checkbox"/>
Other income not listed above? Description:	YES <input type="checkbox"/> NO <input type="checkbox"/>

**If Yes to any of the above questions, please provide the following information**

Family Member Name	Income/Name Source	City/State	Monthly Gross Amount \$

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

(My above signature gives my consent to any verification of information of the references I have listed including credit, criminal & landlord checks.)

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

(My above signature gives my consent to any verification of information of the references I have listed including credit, criminal & landlord checks.)

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

(My above signature gives my consent to any verification of information of the references I have listed including credit, criminal & landlord checks.)

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

(My above signature gives my consent to any verification of information of the references I have listed including credit, criminal & landlord checks.)

This is a preliminary application and conveys no leasing or rental rights. Additional information may be requested as necessary to complete this application process. Any signatures are my consent to any verification of information from the references I have listed including credit, criminal and landlord checks.

All agents of Mills Property Management Inc. represent the owner in this and any other transaction.  
Elena McKeown, a licensed responsible broker, is representing the owner in this transaction.

## CRIME FREE LEASE ADDENDUM

In consideration of the execution or renewal of a lease of the dwelling unit identified in the least, Owner and Resident agree as follows:

1. Resident, any members of the resident's household or a guest or other person under the resident's control shall not engage in criminal activity, including drug-related criminal activity, on or near the said premises. "Drug-related criminal activity" means the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use of a controlled substance (as defined in Section 102 of the Controlled Substance Act [21 U.S.C. 802]).

2. Resident, any member of the resident's household or a guest or other person under the resident's control shall not engage in any act intended to facilitate criminal activity, including drug-related criminal activity, on or near the said premises.

3. Resident or members of the household will not permit the dwelling unit to be used for, or to facilitate criminal activity, including drug-related criminal activity, regardless of whether the individual engaging in such activity is a member of the household, or a guest.

4. Resident, any member of the resident's household or a guest, or another person under the resident's control shall not engage in the unlawful manufacturing, selling, using, storing, keeping, or giving of a controlled substance or marijuana as defined in SDCL 22-42, at any locations, whether on or near the dwelling unit premises or otherwise.

5. Resident, any member of the resident's household, or a guest or another person under the resident's control shall not engage in any illegal activity, including prostitution as defined in SDCL 22-23-1, criminal street gang activity as defined in SDCL 22-10-14, threatening, intimidating or stalking as prohibited in SDCL 22-19A, assault as prohibited in SDCL 22-18 or the unlawful discharge of firearms, as determined in SDCL 22-14-7, on or near the dwelling unit premises, or any breach of the lease agreement that otherwise jeopardizes the health, safety and welfare of the landlord, his agent or other tenant or involving imminent or actual serious property damage, as defined in SDCL 22-34.

6. **VIOLATION OF THE ABOVE PROVISIONS SHALL BE A MATERIAL AND IRREPARABLE VIOLATION OF THE LEASE AND GOOD CAUSE FOR IMMEDIATE TERMINATION OF TENANCY.** A single violation of any of the provisions of this added addendum shall be deemed a serious violation and a material and irreparable non-compliance. It is understood that a single violation shall be good cause for immediate termination of the lease under SDCL 43-32. Unless otherwise provided by law, proof of violation shall not require criminal conviction, but shall be by substantial evidence of the type reasonably relied upon by property managers in the usual and regular course of business.

7. In case of conflict between the provisions of this addendum and any other provisions of the lease, the provisions of the addendum shall govern.

8. This LEASE ADDENDUM is incorporated into the lease executed or renewed this day between Owner and Resident.

9. Notwithstanding any rights Resident may have under Marsy's Law (SD Constitution Art. VI, §29), Resident understands that information relating to criminal activity involving Resident's role as a victim may be released to the extent necessary to fulfill any responsibilities under the Crime Free Multi-Housing Agreement absent the express invocation by Resident of Resident's rights to your local Police Department.

\_\_\_\_\_  
Resident Signature Date: \_\_\_\_\_

\_\_\_\_\_  
Resident Signature Date: \_\_\_\_\_

\_\_\_\_\_  
Property Manager's Signature Date: \_\_\_\_\_

Property \_\_\_\_\_