Thank you for your interest in Church Park Apartments. The following guidelines explain our Approved Occupant requirements and application procedures. This application will become an Addendum to the Lease Agreement.

**RESIDENCY REQUIREMENTS:**
Church Park does not accept undergraduate students under any circumstances. Graduate students must show proof of enrollment. Church Park allows a maximum of two cats OR one dog per apartment. Church Park is a non-smoking property.

**APPROVED OCCUPANT STATUS:**
Approved Occupants are residents of Church Park at the request of the Lease holder(s). Any changes to an original lease agreement must be approved by all Lease holders. Your status as an Approved Occupant can also be terminated by the Lease holder(s) at their discretion. If the Lease holder(s) terminate their lease, Approved Occupants rights to the apartment are simultaneously terminated.

**APPROVED OCCUPANT PAYMENTS:**
As an Approved Occupant, you are not financially liable to the lease and can therefore not submit rental payments. Approved Occupants may submit parking payments.

**ACCESS TO CHURCH PARK AMENITIES:**
Approved Occupants enjoy all the amenities Church Park has to offer including parking and fitness membership. If you would like to use the Fitness center, there is an annual fee of $200 per apartment and all users must sign a liability waiver.

**APPLICATION PROCESS:**
There is a $25 charge to apply. Once you have submitted a completed Church Park Approved Occupant application, we will work to approve your application within five (5) business days. Your move-in may be scheduled once your application has been approved.

The applicant is authorizing Boyd/Smith to check criminal history, employment or graduate school verification and landlord reference. Landlord References must be provided for the most recent residency including dormitories.

Applications must be approved within five (5) business days. If Boyd/Smith is unable to approve an application for any reason within this time, we reserve the right to terminate the application.

Boyd/Smith Inc. does not discriminate on the basis of race, religious creed, color, national origin, sex, sexual orientation, age (except if a minor), ancestry, marital status, handicap, or status as a veteran or member of the armed forces. The undersigned authorizes Boyd/Smith Inc. to check criminal history, credit, bank and employment references, and authorizes credit agencies, banks, and employers to provide relevant information to Boyd/Smith Inc. The undersigned also represents and warrants that all statements herein are true; any falsification will result in rejection of this application as guarantor and possibly rejection of the applicant for an apartment.

I have read and understood the above and represent that all information to be provided in any subsequent application be true and in coherence with these policies.

| Applicant’s Signature | Date | Boyd/Smith Representative | Date |
## APPROVED OCCUPANT

<table>
<thead>
<tr>
<th>APPLICATION DATE</th>
<th>FLOORPLAN</th>
<th>BUILDING/APARTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEASE START DATE</td>
<td>RENT</td>
<td>PET?</td>
</tr>
</tbody>
</table>

### APPLICANT
- **First Name**
- **Middle Name**
- **Last Name**
- **Social Security #** or **Passport #**
- **Previous Resident?**

### ADDRESS
- **Address**
- **Apt/Unit**
- **City, State, Zip**
- **Management Co.**
- **Contact Name**
- **Occupancy Dates**

### EMPLOYMENT
- **Employer**
- **Address**
- **City, State, Zip**
- **Position/Title**
- **HR/Supervisor**
- **Email**

### GRAD SCHOOL
- **Grad School**
- **Enroll Dates**

### LEGAL

Have any litigations such as evictions, suits, judgments, bankruptcies, foreclosures been leaned upon you?

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<table>
<thead>
<tr>
<th>Applicant’s Signature</th>
<th>Date</th>
<th>Lessee Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved by Boyd/Smith Inc.</td>
<td>Date</td>
<td>Lessee Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>

221 Massachusetts Avenue - Boston, MA 02115 • Leasing 617.437.7328 • Management 617.437.1577

info@churchnpark.com • Churchpark.com • 📞