



RENTAL APPLICATION for Residents and Occupants

(Each co-applicant and each occupant over 18 years old must submit a separate application. Spouses may submit a single application.)
Thank you for showing interest in one of our properties. To expedite the application process please complete this form *completely and accurately*.

Did someone refer you? Yes No If yes, person's name: _____

If the above does not apply, how did you first hear about this property? (check all that apply)

Newspaper ad Yellow pages Drive by/Signs Internet Word of mouth Other _____

Property Address: _____

APPLICANT INFORMATION AND RENTAL/HOUSING HISTORY

Please tell us about yourself and any previous rental/housing history. Please be sure to list your full and legal name, including middle initial.

Name: _____ Former last name: _____
First Middle Last

Social Security Number: _____ Birthdate: _____ Your sex : Male Female

Marital Status: Single Married Divorced Widowed Separated, how long? _____

Present Address: _____ since: _____
Street Apt # City State Zip Code

Home Phone # _____ Cell Phone # _____ E-Mail _____

Current Landlord: _____ Phone # _____ Contact Name _____

Current Rent: _____ Why are you moving? _____

Previous Address: _____ From: _____ To: _____

Previous Landlord: _____ Phone #: _____ Rent: _____

Any other rental history: _____ From: _____ To: _____

Landlord: _____ Phone #: _____ Rent: _____

Have you or any person(s) to occupy the property been evicted, breached a rental agreement, or had a legal judgment rendered for damage to a rental property? Yes No (please explain if Yes) _____

Will you or any other occupant plan to have a pet/animal during the occupancy? Yes No

If Yes, please state type of animal, weight, and age: _____

Handicap assistance animals used by persons with disabilities are not considered pets

APPLICANT EMPLOYMENT AND INCOME

Present Employer: _____ Supervisor's name: _____

Address: _____ Phone: _____ Fax: _____

Position: _____ Start date: _____ Gross monthly income: _____

Previous Employer: _____ Phone: _____ How long? _____

Do you have any other monthly income? Yes No If yes, please list source and amount: _____

SPOUSE INFORMATION

Name: _____ Maiden Name: _____
First Middle Last if married less than 2 years

Social Security Number: _____ Birthdate: _____ Your sex : Male Female

Previous address (if different from spouse's above): _____

Previous Landlord: _____ Phone #: _____

From: _____ To: _____ Rent: _____ Contact: _____

Present Employer: _____ Supervisor's name: _____

Address: _____ Phone: _____ Fax: _____

Position: _____ Start date: _____ Gross monthly income: _____

Previous Employer: _____ Phone: _____ How long? _____

Do you have any other monthly income? Yes No If yes, please list source and amount: _____

APPLICANT AND OCCUPANT CRIMINAL HISTORY

Have your or any person(s) to occupy the property been convicted of a felony, misdemeanor or sex-related crime? Yes No

BANK REFERENCES

Bank Name: _____ Account #: _____

Address: _____ Phone #: _____ Opened: _____

Have you or your spouse ever owned a home? Yes No Have you or your spouse had any credit problems? Yes No

If yes, please explain _____

OTHER OCCUPANTS INFORMATION

Please list the name, sex, age and relationship of all person(s) less than 18 years and older who will occupy the property

Full name: _____ Sex: _____ Age: _____ Relationship: _____

Full name: _____ Sex: _____ Age: _____ Relationship: _____

Full name: _____ Sex: _____ Age: _____ Relationship: _____

Full name: _____ Sex: _____ Age: _____ Relationship: _____

VEHICLE INFORMATION

Please list all vehicles that will be parked on the premises by anyone living in the property, including cars, trucks, trailers, boats, ect.

Make/Model: _____ Color: _____ Year: _____ License #: _____

Make/Model: _____ Color: _____ Year: _____ License #: _____

Make/Model: _____ Color: _____ Year: _____ License #: _____

Applicant's valid drivers license # _____ Spouse's license # _____

EMERGENCY CONTACT INFORMATION

Please provide an emergency contact person, over 18 years old, who is not an occupant of this property

Full Name: _____ Relationship: _____

Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

FOR OFFICE USE ONLY

Property type: _____ Monthly Rent: _____ Other Charges: _____

Desired Move in Date: _____ Lease Term From: _____ To: _____

RENTAL APPLICATION ACKNOWLEDGEMENTS & UNDERSTANDINGS OF APPLICANT(S)

This will certify that only those applicants and occupants mentioned above will occupy the premises.

I (we) authorize the above named Landlord to verify the above information by all available means. Acceptance of this application and any monies deposited herewith acknowledged as not binding upon Landlord until application is approved by Landlord in writing. By signing below, applicant(s) recognize(s) that an investigative report may be prepared whereby information is obtained through interview. This inquiry includes information as to character, general reputations, credit, and mode of living. Landlord is not required to re-verify or investigate preliminary findings. Applicant has the right to make a written request within a reasonable period of time to receive additional information about the nature and scope of this investigation requested of a reporting agency. Applicant(s) declare that all statements made above are true and complete. If applicant(s) failed to answer or provide any information requested above or has given false information, we may disapprove the application, retain all application fees and deposits as liquidated damages for our time and expense, and immediately terminate your lease and right of occupancy.

I/we hereby make application for the above described property. With the execution of this application I/we have paid an earnest money security deposit of \$ _____ by personal check, money order, or cashiers check, which I/we agree said amount shall be applied as follows:

- The earnest money security deposit will be refunded if the application for the above described property is disapproved by Landlord.
- \$ 75.00 processing fee will be deducted from the earnest money security deposit if the application for the above named property is canceled by the applicant within five (5) days from the received date of this application. If the application is canceled by the applicant after five (5) days from the received date of this application the entire earnest money security deposit will be retained by the Landlord as a reasonable estimate of actual damages incurred by Landlord.
- Prior to the processing of the Rental Application, a \$ 25.00 application fee will be paid by applicant(s) which is a non-refundable fee whether the application is approved or not.

I/we have read the forgoing, and understand this application is submitted for the purpose of inducing approval of this application in my/our behalf. I/we also understand that The Civil Rights Act of 1968, as amended by the Fair Housing Act of 1988 prohibits discrimination in the rental of housing based on race, color, religion, sex, handicap, familial status or national origin. The Landlord does not discriminate in rental housing based on race, color, religion, sex, handicap, familial status or national origin.

Applicant's Signature _____ Printed Name _____ Date _____

Applicant's Signature _____ Printed Name _____ Date _____

Management Representative _____ Application Received Date _____