Application Instructions

All applicants 18 years or Older must fill out completely. Co-Applicants must also submit an additional application; please specify “Co-Applicant” after entering the name of the Co-Applicant in the “Applicant Name” field for the additional applicant.
RENTAL APPLICATION
Equal Housing Opportunity

The undersigned hereby makes an application to rent the following property:

___________________________________________________

Anticipated move date of ___________________ at a monthly rent of $_______________ and security deposit of $_______________.

PLEASE TELL US ABOUT YOURSELF

Full Name__________________________________________

Home Phone ( ) ________________________

Date of Birth_________________________________

Social Security #_________________________________

Email Address:____________________________________

(optional) Other Phone ( ) ________________________

Co-Applicant Name____________________________

Names of Dependents_________________________

Co-Applicant Date of Birth_________________

Social Security #_________________________________

Dependents Date of Birth____________________

List All Pets____________________________________

PLEASE GIVE RESIDENTIAL HISTORY (LAST 3 YEARS)

Current Address_______________________________ Apt# ________ City__________________ State______ Zip____

Month/Year Moved In______________________ Reasons for Leaving____________________________ Rent $________

Owner/Agent________________________________________

Phone ( ) ________________________

Previous Address (last 3 years)____________________

Rent $________

Owner/Agent________________________________________

Phone ( ) ________________________

PLEASE DESCRIBE YOUR CREDIT HISTORY

Have you declared bankruptcy in the past seven (7) years? Yes___________ No____________

Have you ever been evicted from a rental residence? Yes___________ No____________

Have you had two or more late rental payments in the past year? Yes___________ No____________

Have you ever willfully or intentionally refused to pay rent when due? Yes___________ No____________

PLEASE PROVIDE YOUR EMPLOYMENT INFORMATION

Your Status: _____Full Time _____Part Time _____Student _____Unemployed

Employer________________________________________

Dates employed_______________________________

Employed as_____________________________________________

Supervisor Name____________________________________

Phone ( ) ________________________

Salary $___________ per___________.

(If employed by above less than 12 months, give name & phone of previous employer or school:_______________________.)

If you have other sources of income that you would like us to consider, please list income, source, and person (banker, employer, etc.) who we may contact for confirmation. You do not have to reveal alimony, child support, or spouse's annual income unless you want us to consider it in this application.

Amount $___________________ Source/Contact Name________________________________________

PLEASE LIST YOUR REFERENCES

Banking Accounts:

Name_________________ Type of Account______________ Account Number________________________

Name_________________ Type of Account______________ Account Number________________________

Personal Reference or Emergency Contact:

Name_________________ Address ______________________________________________

Phone_________________ Relationship____________________________

Driver's License:____________________
Your Driver's License Number_________________ State_____________________

Vehicle Information:
Make / Model __________________ Year ________________ License Plate State____________________

ADDITIONAL INFORMATION:

Please give any additional information that might help owner/management evaluate this application?

________________________________________________________________________________________________________________________________________

________________________________________________________________________________________________________________________________________

________________________________________________________________________________________________________________________________________

Where may we reach you to discuss this application?

Day Phone # ( ) ___________________________ Night Phone # ( ) ___________________________

I hereby apply to lease the above described premises for the term and upon the set conditions above set forth and agree that the rental is to be payable the first day of each month in advance. As an inducement to the owner of the property and to the agent to accept this application. I warrant that all statements above set forth are true; however, should any statement made above be a misrepresentation or not a true statement of facts, all of the deposit will be retained to offset the agent's cost, time, and effort in processing my application.

I hereby deposit $_____________ as earnest money to be refunded to me if this application is not accepted in 3 business banking days. Upon acceptance, this deposit shall be retained as part of the security deposit. When so approved and accepted, I agree to execute a lease for ___________ months before possession is given and to pay the balance of the security deposit prior to the move in date. If the application is not approved or accepted by the owner or agent, the deposit will be refunded, the application hereby waiving any claim for damages by reason of non-acceptance which the owner or agent may reject. I recognize that as a part of your procedure for processing my application, an investigative consumer report may be prepared whereby information is obtained through personal interviews with others with whom I may be acquainted. This inquiry includes information as to my character, general reputation, personal characteristics and mode of living.

The above information, to the best of my knowledge, is true and correct.

Please sign: X__________________________________     __________________________________

Name of Applicant                                                   Date

AUTHORIZATION
Release of Information

I authorize an investigation of my credit, tenant history, banking and employment for the purposes of renting a house, apartment, or condominium from this owner/manager.

______________________________________________________________________________

Name (please print)

X__________________________________     __________________________

Signature                                                                                 Date