

RENTAL APPLICATION FOR RESIDENTS AND OCCUPANTS

Each co-resident and each occupant over 18 must submit a separate application. Spouses may submit a joint application.

Date when filled out: _____

APPLICANT.

Full name (exactly as it appears on driver's license or gov't ID): _____

Your street address (as shown on your driver's license or gov't ID): _____

Driver's license # and state: _____ OR gov't photo ID card #: _____

Former last names (maiden and married): _____ Your social security number: _____

Birth date: _____ Height: _____ Weight: _____ Sex: _____ Eye color: _____ Hair color: _____

Marital status: Single Married Divorced Widowed Separated

Current home address (where you now live): _____ City/state/zip: _____

Phone: (____) _____ Currently monthly rent \$ _____

Name of apartment where you now live: _____ Current owner or manager's name: _____

Their phone: (____) _____ Date moved in: _____

Why are you leaving your current residence? _____

Your previous home address: _____ City/state/zip: _____

Apartment name: _____ Name of above owner or manager: _____

Their phone: (____) _____ Previous Month's Rent: \$ _____ Date you moved In: _____ Date you moved out: _____

EMPLOYMENT.

Present employer: _____

Address: _____ City/state/zip: _____

Work phone: (____) _____ Your gross monthly income is over: \$ _____ Date you began this job: _____

Supervisor's name and phone #: _____ Previous employer: _____

Address: _____ City/state/zip: _____

Work phone: (____) _____ Position: _____

Your gross monthly income was over: \$ _____ Date you began this job: _____ Supervisor's name and phone #: _____

CREDIT REFERENCES.

Your bank's name, city, state: _____

List major credit cards: _____

Your other non-work income you want considered. Please explain: _____

Have you or your spouse ever owned a home: Yes No

Previous credit problems you want to explain. (Use separate page.) _____

APPLICANT'S RENTAL/CRIMINAL HISTORY.

Have you or your spouse, or any occupant listed above ever:

- been evicted or asked to move out? Yes No
- been sued for damages to rental property? Yes No
- received deferred adjudication for a felony? Yes No
- been arrested for a felony which has not been finally adjudicated (by dismissal, acquittal or conviction)? Yes No
- broken a rental agreement or lease contract? Yes No
- been convicted of a felony? Yes No

Please indicate the year, location and type of each felony. We may need to discuss more facts before making a decision.

*You represent the answer is "no" to any item not checked above.***SPOUSE.**

Full name: _____ Former last names (maiden and married): _____

Spouse's social security #: _____ Driver's license # and state: _____ OR gov' ID card #: _____

Birth date: _____ Height: _____ Weight: _____ Sex: _____ Eye color: _____ Hair color: _____

Present employer: _____

Address: _____ City/state/zip: _____

Work phone: (____) _____ Position: _____

Gross monthly income is over: \$ _____ Date began job: _____ Supervisor's name and phone #: _____

OTHER OCCUPANTS.*Names of all persons under 18 and other adults who will occupy the unit without signing the lease. Continue on separate page if more than three.*

Name: _____ Relationship: _____

Sex: _____ DL or gov't ID card #: _____ Birth date: _____ Social security #: _____

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Name: _____ Relationship: _____

Sex: _____ DL or gov't ID card #: _____ Birth date: _____ Social security #: _____

VEHICLES.*List all vehicles to be parked by you, your spouse, or any occupants (including cars, trucks, motorcycles, trailers, etc.) continue on separate page if more than three.*

Make and color of vehicle: _____ Year: _____ License #: _____ State: _____ Make and color of vehicle: _____

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Make and color of vehicle: _____ Year: _____ License #: _____ State: _____ Make and color of vehicle: _____

OTHER INFORMATION.Will you or any occupant have an animal? Yes No Kind, weight, breed, age: _____

Please indicate referral source: _____

EMERGENCY. *Emergency contact person over 18 who will not be living with you:*

Name: _____ Relationship: _____

Address: _____ City/state/zip: _____

Work phone (____) _____ Home phone (____) _____

If you are seriously ill, missing or in a jail or penitentiary according to an affidavit of the above person, or if you die, you authorize (check one or more): the above person, your spouse, and/or your parent or child to enter your dwelling to remove all contents, as well as your property in the mailbox, store-rooms, and common areas. If no box is checked, any of the above are authorized at our option. If you are seriously ill or injured, you authorize us to send for an ambulance at your expense. We're not legally obligated to do so.

AUTHORIZATION.

I or we authorize (owner's name) _____ to verify the above information by all means. Owner is not required to reverify or investigate preliminary findings.

Applicant's signature: _____ Spouse's signature: _____

*You must also sign the Application Agreement on the back of this Application.***Applicant must also sign on the reverse side of this Application.**

Contemplated Lease Information

To be filled in only if the Lease is not signed by resident at time of application for rental.

Lease to be used in the form attached to this Application. The blanks in the Lease will contain the following information:

Names of all residents who will sign Lease: _____

Name of Manager for Owner: _____

Property name and type of dwelling (bedrooms and baths): _____

Complete street address: _____

City/state/zip: _____

Names of all other occupants not signing Lease (persons under age 18, relatives, friends, etc.): _____

Total number of residents and occupants: _____

Our consent necessary for guests staying longer than _____ days.

Beginning date and ending date of Lease term: _____

Redecorating Fee: \$ _____ Security deposit: \$ _____ Non-refundable pet fee \$ _____ Deposit \$ _____

of keys for _____ unit, _____ mailbox, _____ other _____ # of remotes _____ Remote Deposit: \$ _____

Total monthly rent for unit: \$ _____ Rent to be paid at (check one): on-site manger's office or at _____

- Monthly parking (if any) \$ _____
- Prorated rent for: first month or second month \$ _____
- Monthly rental due date: _____
- Monthly pet rent: \$ _____
- Initial late charge: \$ _____ Daily late charge: \$ _____
- Daily late fee: \$ _____ Daily late charge: \$ _____
- Returned check charge \$ _____
- Animal violation charges: Initial \$ _____ Daily: \$ _____
- Check one: furnished or unfurnished
- Utilities paid by owner (check all that apply): electricity gas water waste water cable TV trash master TV antenna
- You will (check one): buy insurance or self-insure
- Agreed reletting charge: \$ _____
- Your move-out notice will terminate Lease on (check one): last day of month or exact day designated in move-in notice
- Special provisions (see attached page).

Application Agreement

1. **Lease Information.** The Lease contemplated by the parties is the current Lease form utilized by Manager, a copy of which has been furnished to you. Special information and conditions must be specifically noted in the Contemplated Lease Information above.
2. **Application Fee** (nonrefundable). You have delivered to us an application fee in the amount indicated below, and this payment partially defrays the cost of processing this Application. *It's nonrefundable.*
3. **Application Deposit** (may or may not be refundable). In addition to any application fee, you have delivered to us an application deposit in the amount indicated below. *The application deposit is not now considered a security deposit.* It will be either (a) credited to the required security deposit under paragraphs 4 or 5 below; (b) refunded under paragraph 9 below; or (c) retained by us as liquidated damages under paragraphs 6 or 7 below.
4. **Approval When Lease is Signed in Advance.** If you and all co-applicants have already signed the Lease, when we approve the Application, we will notify you (or one of you if there are co-applicants) of our approval, sign the Lease, and then credit the application deposit of all applicants toward the required security deposit.
5. **Approval When Lease Isn't Yet Signed.** If you and all co-applicants have not signed the Lease, when we approve the Application, We will notify you (or one of you if there are co-applicants) of the approval, sign the Lease when you and all co-applicants have signed, and then credit the application deposit of all applicants toward the required security deposit.
6. **If You Fail to Sign Lease After Approval.** You and all co-applicants must sign the Lease within three days after we notify you of your approval in person or by telephone or five days after we mail approval to you. *If you or any co-applicant fails to do so, we may retain the application deposit as liquidated damages, and terminate all further obligations under this Application Agreement.*
7. **If You Withdraw Before Approval.** Neither the Application nor the application deposit may be withdrawn by you or any co-applicant. *If before signing the Lease, you or any co-applicant withdraws an Application or notifies us that you've changed your mind about renting the unit, we'll be entitled to retain all application deposits as liquidated damages, and the parties will then have no further obligations to each other.*
8. **Nonapproval in Seven Days.** We will notify you of approval or disapproval within seven days after the date we receive a completed Application. Your Application will be considered "disapproved" if we fail to notify you of your approval within seven days after we have received a completed Application. Notification may be in person or by mail or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval.
9. **Refund after Nonapproval.** If you or any co-applicant is disapproved or deemed disapproved under paragraph 8, we'll refund all application deposits within _____ days (not to exceed 30 days; 30 days if left blank) of such disapproval. Refund checks may be made payable to all co-applicants and mailed to one applicant.
10. **Extension of Deadlines.** If the deadline for signing, approving or refunding under paragraphs 6, 8 or 9 falls on a Saturday, Sunday or a state or federal holiday, the deadline will be extended to the end of the next day.
11. **Notice to or from co-applicants.** Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.
12. **Keys/Gate Cards/Remotes.** We'll furnish keys, gate cards and/or remotes only after: (1) all parties have signed the contemplated Lease and other rental documents; and (2) all applicable rents and security deposits have been paid in full.
13. **Receipt.** Application fees (nonrefundable): _____ Application deposit (may or may not be refundable): \$ _____
Total of above application fee and application deposit: \$ _____ Total amount of money we've received to this date: \$ _____
14. **Signature.** *Our representative's signature is consent only to the above application agreement. It does not bind us to accept applicant or to sign the proposed Lease.*

Acknowledgment. You declare that all your statements on the first page of this Application are true and complete. You authorize us to verify same through any source, including credit agencies and other residential landlords. If you fail to answer any question or give false information, we may reject the application, retain all application fees and deposits as liquidated damages for our time and expense, and terminate your right of occupancy. Giving false information is a serious criminal offense. If we bring a lawsuit against you arising out of this Application or the Lease, we may recover all attorney's fees and litigation costs from you if we are the prevailing party. We may at any time furnish information to credit agencies and other residential landlords regarding your performance of your obligations, including both favorable and unfavorable information about your compliance with the Lease and the rules.

Applicant's Signature: _____ Date: _____

Signature of Spouse: _____ Date: _____

Signature of Owner's Representative: _____ Date: _____