

Rental Application

Notice: Co-Applicant must complete a separate Rental Application Form

The undersigned hereby makes application to rent unit number _____ located at _____ for the rental term of _____ beginning on _____ 20____, at a monthly rental of \$ _____

Please Complete Information About Yourself

Name (last) _____ (first) _____ (middle) _____
Home Phone (____) _____ Work Phone (____) _____ Cell Phone (____) _____
Date of Birth (M/D/Y) _____ Social Security No. _____ - _____ - _____
Other Occupants _____
Name of Co-Applicant (last) _____ (first) _____ (middle) _____
Number of Dependents (excluding Co-Applicant) _____
Do you have pets? _____ How many? _____ What Kind? _____

Emergency Contact

Name _____ Address _____ Phone(____) _____
Name _____ Address _____ Phone(____) _____

Complete Residence History For The Past Three (3) Years (beginning with most current)

Current Address _____ City _____ State _____ Zip _____
Move In Date _____ Why are you Moving? _____
Current Monthly Rental Amount \$ _____ Owner/Landlord _____
Name of Community _____ Phone (____) _____
Previous Address _____ City _____ State _____ Zip _____
How long did you live there? _____ Reason for Vacating _____
Owner/ Landlord _____ Name of Community _____
Phone (____) _____

Employment Information

Your Status: Full time ___ Part-Time ___ Student ___ Graduate Student ___ Retired ___ Unemployed ___
Employer: _____
Address _____ City _____ State _____ Zip _____
Supervisor _____ Supervisor's Phone (____) _____
Date Employed _____ Employed as _____
Salary \$ _____ per _____ Hours worked per week _____
If employed less than 6 months by current employer, list name and address of previous employer _____
Phone (____) _____

If there are other sources of income you would like to consider, please list income, source and person, phone number (Banker, Employer, etc.) who we could 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 _____ Phone (____) _____

Personal References

Name _____ Address _____ City _____ State _____ Zip _____
Home Phone (____) _____ Work Phone (____) _____ Cell Phone (____) _____
Name _____ Address _____ City _____ State _____ Zip _____
Home Phone (____) _____ Work Phone (____) _____ Cell Phone (____) _____

Please List Your Bank and Credit References

Your Bank(s)	City/State	Branch	Type of Acct.	Acct. Number
1) _____				
2) _____				
Credit References	City/State	Acct Number		
1) _____				
2) _____				
3) _____				

(Continued on back)

Have You Ever: Filed for bankruptcy? No _____ Yes _____
If yes, give date and jurisdiction _____

Been evicted from tenancy? No _____ Yes _____
If yes, give date, management name and reason(s) _____

Willfully or intentionally refused to pay rent when due? No _____ Yes _____
If yes, give reason(s) _____

Been a party to any suit alleging that you owed a debt? No _____ Yes _____
If yes, give dates, jurisdictions and current status/outcome _____

Been convicted of a felony? No _____ Yes _____

Vehicle Information

Your Driver's License Number _____ State _____
Your Vehicle(s) Information:
Make/Model _____ Year _____ Color _____ Tag No. _____ State _____
Make/Model _____ Year _____ Color _____ Tag No. _____ State _____

I hereby apply to lease the above described premises for the term and upon the conditions set forth above. With this application, I am tendering an application fee of \$ _____, which I understand is **non-refundable**.

I understand that rental payments are due and payable on the _____ day of each month in advance. I hereby deposit \$ _____ as earnest money to be refunded to me if this application is not accepted within 7 business banking days. I hereby, pay a **non-refundable reservation fee** in the amount of \$ _____ to reserve said unit. If this application is not approved and accepted, I hereby waive any claim for damages and forever release the owner and agent from any and all liability whatsoever by reason of such non-acceptance, which the owner and/or agent may refuse to accept at its/their sole discretion for any reason. If my application is accepted, the earnest money deposit shall be applied to the security deposit at move-in.

I warrant that all information and statements set forth above are true and accurate; however, should any information or statement above to be a misrepresentation or not a true statement of fact, I understand and agree that **\$50.00** of the deposit will be retained by the owner and/or agent to offset its/their time and effort in processing my application. I further understand and agree that said retention of deposit is a non-excessive remedy for any damages owner and/or agent may incur due to the misrepresentation or giving of false information.

Request for earnest money deposit refund must be made within **72 hours** of an approved application or **\$100.00** of the earnest money will be forfeited.

I recognize that as part of your procedure for processing my application, an investigative consumer report may be prepared, to which I consent. I understand that this inquiry may include information being obtained through personal interviews with my neighbors, friends, references and other with whom I may be acquainted. This inquiry may include information as to my character, general reputation, personal characteristics, and mode of living. I understand that I may have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation.

I hereby certify that the information and statements above are true and correct to the best of my knowledge and belief.

Deposit of \$ _____ Received by (Name) _____ Date _____
Non-Refundable Reservation Fee of \$ _____ Received by _____ Date _____
Non-Refundable Application Fee of \$ _____ Received by _____ Date _____

THIS APPLICATION FORM RECEIVED BY (NAME) _____ **DATE** _____

SIGNATURE OF APPLICANT _____ **DATE** _____

FOR OFFICE USE ONLY		
Reference Verification Name	Reference Comments	Date

Comments: _____

This application: _____ APPROVED _____ NOT APPROVED BY _____

Applicant Notified By _____ Date Notified _____