

**COMMUNITY MANOR APARTMENTS
RENTAL APPLICATION**

Apartment Size: _____ Date Needed: _____ Date: _____

APPLICANT INFORMATION

First Name: _____ Middle: _____ Last: _____

Date of Birth: ____/____/____ Social Security No.: _____ - _____ - _____

Social Security Card Verified (✓) : _____ Yes Driver's License No.: _____

Phone Number: Home: _____ Cell: _____

PRESENT ADDRESS

Number & Street _____ City/Town _____ State: _____

County: _____ Zip: _____ How long at address: _____ Yrs. _____ Months

Own: _____ Rent: _____ With Parents: _____ With Other _____ Monthly Payment\$ _____

Utilities included: _____ Yes _____ No How Much monthly: \$ _____

Home Financed By: _____ Branch: _____

Rent Paid To: _____ Address: _____

Phone Number: _____

FORMER ADDRESS (if less than 2 years above)

Number & Street _____ City/Town _____ State: _____

County: _____ Zip: _____ How long at address: _____ Yrs. _____ Months

Own: _____ Rent: _____ With Parents: _____ With Other _____ Monthly Payment\$ _____

Utilities included: _____ Yes _____ No How Much monthly: \$ _____ Home Financed By: _____

Rent Paid To: _____ Address: _____

Phone Number: _____

APPLICANT EMPLOYED BY: _____ YRS. _____ MONTHS

Address: _____ Phone No.: _____

City & State: _____ Supervisor: _____

Weekly Gross Income: _____ Position: _____

PREVIOUSLY EMPLOYED BY(if less than 1 year above): _____

Business Address: _____ Phone No.: _____

Position: _____ Weekly Gross: _____ Supervisor: _____

Yrs.: _____ Months: _____ Reason for Leaving: _____

COMPLETE & SPECIFIC LIST OFF ALL DEBTS NOW OWING

Creditor

For What

Monthly Payment

Checking Account: Yes: _____ No: _____ Bank: _____

Address: _____ Savings Account: Yes _____ No _____

Bank: _____ Address: _____

APARTMENT OCCUPANTS (including yourself)

Name

Age

Relationship

Applicant's Next of Kin: _____ Relation: _____ PH# _____

List any children not currently living with you:

Name: _____ Age: _____ Name: _____ Age: _____

Have you ever applied for an apartment at this complex before: Yes _____ No: _____

When: _____

PERSONAL REFERENCES

Name: _____ Address: _____ PH# _____

Name: _____ Address: _____ PH# _____

Applicant(s) has submitted the sum of \$25.00 for application fee & a copy of their driver's license. IF APPLICANT WITHDRAWS THE APPLICATION OR IS DENIED, THE APPLICATION FEE IS FORFEITED, OTHERWISE IT WILL BE APPLIED TO THE SECURITY DEPOSIT.

By signing this agreement, you declare that all of your responses are true and complete and authorize owner

or agent to verify this information. Any false statement made on this application can, among other responses, lead to rejection of your application or the immediate termination of your lease.

In addition, by signing this agreement you give Community Manor Apartments authorization to pull Credit Reports on each individual signing below.

Applicant's Signature: _____ Date: _____

Co-Applicant's Signature: _____ Date: _____

Co-Applicant's Signature: _____ Date: _____

Rental Agent: _____ Date _____

Application Fee: \$25.00 .

Rental Amount: _____

Security Deposit: _____

Pet Deposit: _____

Unit # _____

COMMUNITY MANOR APARTMENTS
RENTAL APPLICATION

CO-APPLICANT INFORMATION

First Name: _____ Middle: _____ Last: _____

Date of Birth: ____/____/____ Social Security No.: _____ - _____ - _____

Social Security Card Verified (✓) : _____ Yes Driver's License No.: _____

Phone Number: Home: _____ Cell: _____

PRESENT ADDRESS

Number & Street _____ City/Town _____ State: _____

County: _____ Zip: _____ How long at address: ____ Yrs. ____ Months

Own: _____ Rent: _____ With Parents: _____ With Other _____ Monthly Payment\$ _____

Utilities included: ____ Yes ____ No How Much monthly: \$ _____

Home Financed By: _____ Branch: _____

Rent Paid To: _____ Address: _____

Phone Number: _____

FORMER ADDRESS (if less than 2 years above)

Number & Street _____ City: _____ State: _____

County: _____ Zip: _____ Years at address: _____

Landlord's Address: _____ PH#: _____

APPLICANT EMPLOYED BY: _____ YRS. ____ MONTHS

Address: _____ Phone No.: _____

City & State: _____ Supervisor: _____

Weekly Gross Income: _____ Position: _____

PREVIOUSLY EMPLOYED BY(if less than 1 year above): _____

Business Address: _____ Phone No.: _____

Position: _____ Weekly Gross: _____ Supervisor: _____

Yrs.: _____ Months: _____ Reason for Leaving: _____

COMPLETE & SPECIFIC LIST OFF ALL DEBTS NOW OWING

Creditor

For What

Monthly Payment

Checking Account: Yes: _____ No: _____ Bank: _____

Address: _____ Savings Account: Yes _____ No _____

Bank: _____ Address: _____

APARTMENT OCCUPANTS (including yourself)

Name **Age** **Relationship**

Applicant's Next of Kin: _____ Relation: _____ PH# _____

List any children not currently living with you:

Name: _____ Age: _____ Name: _____ Age: _____

Have you ever applied for an apartment at this complex before: Yes _____ No: _____

When: _____

PERSONAL REFERENCES

Name: _____ Address: _____ PH# _____

Name: _____ Address: _____ PH# _____

*Applicant(s) has submitted the sum of **\$25.00** for application fee and a copy of your ***driver's license***.*
IF APPLICANT WITHDRAWS THE APPLICATION OR IS DENIED, THE APPLICATION FEE IS FORFEITED, OTHERWISE IT WILL BE APPLIED TO THE SECURITY DEPOSIT.

By signing this agreement, you declare that all of your responses are true and complete and authorize owner or agent to verify this information. Any false statement made on this application can, among other responses, lead to rejection of your application or the immediate termination of your lease.

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Applicant's Signature: _____ Date: _____

Co-Applicant's Signature: _____ Date: _____

Co-Applicant's Signature: _____ Date: _____

Rental Agent: _____ Date _____

Application Fee: **\$25.00** . _____

Rental Amount: _____

Security Deposit: _____

Pet Deposit: _____

Unit # _____

PRIOR LANDLORD'S STATEMENT

To: _____
Date: _____
RE: _____

Please be advised that the above mentioned tenant has made an application for an apartment lease at **Community Manor Apartments**. To assist us in determining whether the above mentioned individual qualifies under our standards as a prospective resident, I request the following information from your rent records.

Number of tenants on the lease: _____ Pets: Yes ___ No ___ Type: _____ No ___

Amount of Rent Paid: _____ Utilities Included: _____ Yes ___ NO _____
Describe

Was rent paid on time? _____ Yes ___ No ___ Please Explain _____

Length of time they rented: _____

Did they honor their lease agreement? _____ Yes ___ No ___ Please Explain _____

What type of residents were they? _____

How did they keep their apartment? _____

Would you lease to them again? _____ Yes ___ No ___ Please Explain _____

Additional Comments: _____

Prompt reply to our request would be greatly appreciated in order that we may make a determination as to the prospective resident's qualifications.

SIGNED: _____ DATED _____

Landlord

I, _____ authorize my landlord to release the
(Applicant print name)
following information to **Community Manor Apartments**.

Applicant Signature : _____ **DATE:** _____

EMPLOYEE RENTAL APPLICATION

TO: _____

FROM: **Community Manor Apartments** _____

APPLICANT NAME: _____

Please be advised that the above mentioned employee has made application for apartment lease at **Community Manor Apartments**. To assist me in determining whether the individual qualifies under our standards as a prospective tenant, we would request the following information from your payroll records.

How long employed _____

Nature of work _____

Weekly earnings, including overtime or bonus _____

Hourly rate _____

Full time or part time _____

Whether or not employee is in good standing _____

Garnishes _____

Additional comments _____

Prompt reply to our request would be greatly appreciated in order that we may make a determination as to the employee's qualification.

SIGNED: _____ **TITLE:** _____

DATE: _____

I, _____ authorize my employer to release the above
(applicant print name)
information to **Community Manor Apartments**.

Applicant Signature : _____ **DATE:** _____