

**HAMLET COURT 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: \_\_\_\_\_ 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**

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Checking Account: Yes: \_\_\_\_\_ No: \_\_\_\_\_ Bank: \_\_\_\_\_

Address: \_\_\_\_\_ Savings Account: Yes \_\_\_\_\_ No \_\_\_\_\_

Bank: \_\_\_\_\_ Address: \_\_\_\_\_

**APARTMENT OCCUPANTS (including yourself)**

<u>Name</u>	<u>Age</u>	<u>Relationship</u>

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 Hamlet Court 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 # \_\_\_\_\_

**HAMLET COURT 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: \_\_\_\_\_

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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: \_\_\_\_\_

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Position: \_\_\_\_\_ Weekly Gross: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Yrs.: \_\_\_\_\_ Months: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

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**Creditor**

**For What**

**Monthly Payment**

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**APARTMENT OCCUPANTS (including yourself)**

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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**.*  
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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 **Hamlet Court 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: \_\_\_\_\_

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**

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I, \_\_\_\_\_ authorize my landlord to release the  
(Applicant print name)  
following information to **Hamlet Court Apartments**.

**Applicant Signature :** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**EMPLOYEE RENTAL APPLICATION**

TO: \_\_\_\_\_

FROM: **Hamlet Court Apartments**

APPLICANT NAME: \_\_\_\_\_

Please be advised that the above mentioned employee has made application for apartment lease at **Hamlet Court 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:** \_\_\_\_\_

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I, \_\_\_\_\_ authorize my employer to release the above  
(applicant print name)  
information to **HAMLET COURT APARTMENTS**.

**Applicant Signature :** \_\_\_\_\_ **DATE:** \_\_\_\_\_