



# RENTAL APPLICATION

## Equal Housing Opportunity

Please take a few extra moments to review your application before submitting it for processing.  
Please check to make sure we have complete information and phone numbers so we may expedite your application quickly.  
**Incomplete applications will delay processing. Owner/Manager may require additional information.**

The undersigned hereby makes application to rent unit # \_\_\_\_\_ located at \_\_\_\_\_  
beginning on \_\_\_\_\_ at a monthly rent of \$ \_\_\_\_\_ and security deposit of \$ \_\_\_\_\_.  
Anticipated move in date of \_\_\_\_\_.

### PLEASE TELL US ABOUT YOURSELF

Full Name \_\_\_\_\_ Home Phone ( ) \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_  
Email Address \_\_\_\_\_ Other Phone ( ) \_\_\_\_\_  
Name of **Co-Applicant** \_\_\_\_\_ Names of Dependents \_\_\_\_\_  
**Co-Applicant** Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_  
Dependents date of birth \_\_\_\_\_  
List All Pets \_\_\_\_\_

### PLEASE GIVE RESIDENTIAL HISTORY (past 3 years, list current first)

Current  
Address \_\_\_\_\_ Apt# \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Month & year moved in \_\_\_\_\_ Reasons for leaving \_\_\_\_\_ Rent \$ \_\_\_\_\_  
Current Landlord /Agent \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Previous Address (last 3 years) \_\_\_\_\_ Rent \$ \_\_\_\_\_  
Previous Owner/Agent \_\_\_\_\_ Phone ( ) \_\_\_\_\_

### PLEASE GIVE YOUR EMPLOYMENT INFORMATION

Your Status       Full Time       Part Time       Student       Unemployed

Employer/ School \_\_\_\_\_  
Dates employed \_\_\_\_\_ Employed as \_\_\_\_\_  
Supervisor Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Salary \$ \_\_\_\_\_ per \_\_\_\_\_ If employed by above less than 12 months, give name & phone of  
Previous Employer / School \_\_\_\_\_

If there is **other sources of income** you would like us to consider, please list income, source, and person (banker, employer, or 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/Contact Name \_\_\_\_\_  
Other annual income \$ \_\_\_\_\_ Source/Contact Name \_\_\_\_\_

### PLEASE LIST YOUR REFERENCES

Banking  
Accounts:

Name	Type of Account	Account Number

Personal Reference: \_\_\_\_\_  
Name                                      Address                                      Phone                                      Relationship

Emergency Contact: \_\_\_\_\_  
Name                                      Address                                      Phone                                      Relationship

Your Driver's License Number \_\_\_\_\_ State \_\_\_\_\_

Vehicle information \_\_\_\_\_  
Make/Model                                      Year                                      License Plate                                      State

**HAVE YOU EVER:**

FILED FOR BANKRUPTCY?  YES  NO  
BEEN EVICTED FROM TENANCY OR BEEN IN A FORCLOSURE?  YES  NO  
WILLFULLY OR INTENTIONALLY REFUSED TO PAY RENT WHEN DUE?  YES  NO

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Where may we reach you to discuss this application?**

Day Phone # ( ) \_\_\_\_\_ Night Phone # ( ) \_\_\_\_\_  
Cell Phone # ( ) \_\_\_\_\_ email address: \_\_\_\_\_

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.

The credit check fee will be \$ \_\_\_\_\_, Any credit check fees are not refundable.

I hereby deposit \$ \_\_\_\_\_ as earnest money to be refunded to me if this application is not accepted in 3 business banking days. Upon acceptance of this application, 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 and accepted by the owner or agent, the deposit will be refunded, the applicant 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 is true and correct.

Please sign X \_\_\_\_\_  
Name of Applicant Date

**AUTHORIZATION**

Release of Information

I agree to permit an investigation of my credit, tenant history, banking, employment, criminal background, and any other screening for the purposes of renting this apartment, and for the building owner/manager to provide our rental referral service your name and other required rental close out information.

\_\_\_\_\_  
Name (please print)

X \_\_\_\_\_  
Signature Date

\_\_\_\_\_

**APPLICANT: PLEASE DO NOT WRITE BELOW Office use only**

Deposit of \$ \_\_\_\_\_ received by \_\_\_\_\_ date \_\_\_\_\_