

# Application for Rental

Received on \_\_\_\_\_ (date) at \_\_\_\_\_

Property Address \_\_\_\_\_  
Contemplated Lease Term \_\_\_\_\_ Contemplated Move-in Date \_\_\_\_\_

How was Applicant referred to Landlord?  Real Estate Company (name and agent's name) \_\_\_\_\_  
at (phone) \_\_\_\_\_  Newspaper (name) \_\_\_\_\_  Just stopped by  Sign  Other (explain) \_\_\_\_\_

## APPLICANT

## CO-APPLICANT

1. Name: \_\_\_\_\_  
Phone: (hm) \_\_\_\_\_ (wk) \_\_\_\_\_  
Soc. Sec.# \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Driver Lic. \_\_\_\_\_ State: \_\_\_\_\_

1. Name: \_\_\_\_\_  
Phone: (hm) \_\_\_\_\_ (wk) \_\_\_\_\_  
Soc. Sec.# \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Driver Lic. \_\_\_\_\_ State: \_\_\_\_\_

2. List All Residences For Last 2 Years (start with current residence):

2. List All Residences For Last 2 Years if different from Applicant (start with current residence):

Address \_\_\_\_\_ Apt. \_\_\_\_\_  
City, St, Zip \_\_\_\_\_  
Move-In Date \_\_\_\_\_ Move-Out Date \_\_\_\_\_  
Landlord or Manager: \_\_\_\_\_  
Phone: \_\_\_\_\_ Rent\$ \_\_\_\_\_

Address \_\_\_\_\_ Apt. \_\_\_\_\_  
City, St, Zip \_\_\_\_\_  
Move-In Date \_\_\_\_\_ Move-Out Date \_\_\_\_\_  
Landlord or Manager: \_\_\_\_\_  
Phone: \_\_\_\_\_ Rent\$ \_\_\_\_\_

Address \_\_\_\_\_ Apt. \_\_\_\_\_  
City, St, Zip \_\_\_\_\_  
Move-In Date \_\_\_\_\_ Move-Out Date \_\_\_\_\_  
Landlord or Manager: \_\_\_\_\_  
Phone: \_\_\_\_\_ Rent\$ \_\_\_\_\_

Address \_\_\_\_\_ Apt. \_\_\_\_\_  
City, St, Zip \_\_\_\_\_  
Move-In Date \_\_\_\_\_ Move-Out Date \_\_\_\_\_  
Landlord or Manager: \_\_\_\_\_  
Phone: \_\_\_\_\_ Rent\$ \_\_\_\_\_

Address \_\_\_\_\_ Apt. \_\_\_\_\_  
City, St, Zip \_\_\_\_\_  
Move-In Date \_\_\_\_\_ Move-Out Date \_\_\_\_\_  
Landlord or Manager: \_\_\_\_\_  
Phone: \_\_\_\_\_ Rent\$ \_\_\_\_\_

Address \_\_\_\_\_ Apt. \_\_\_\_\_  
City, St, Zip \_\_\_\_\_  
Move-In Date \_\_\_\_\_ Move-Out Date \_\_\_\_\_  
Landlord or Manager: \_\_\_\_\_  
Phone: \_\_\_\_\_ Rent\$ \_\_\_\_\_

3. Current Employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_  
Phone \_\_\_\_\_ Mo. Income \_\_\_\_\_  
Position \_\_\_\_\_  
Length of Employment \_\_\_\_\_

3. Current Employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_  
Phone \_\_\_\_\_ Mo. Income \_\_\_\_\_  
Position \_\_\_\_\_  
Length of Employment \_\_\_\_\_

Previous Employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_  
Phone \_\_\_\_\_ Mo. Income \_\_\_\_\_  
Position \_\_\_\_\_  
Dates of Employment \_\_\_\_\_ (begin) \_\_\_\_\_ (end)

Previous Employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_  
Phone \_\_\_\_\_ Mo. Income \_\_\_\_\_  
Position \_\_\_\_\_  
Dates of Employment \_\_\_\_\_ (begin) \_\_\_\_\_ (end)

4. Bank at which checking account is located: \_\_\_\_\_ Phone \_\_\_\_\_ Acct No. \_\_\_\_\_  
Bank at which savings account is located: \_\_\_\_\_ Phone \_\_\_\_\_ Acct No. \_\_\_\_\_

5. Name all other persons who will occupy the Property:  
 Name \_\_\_\_\_ Relationship \_\_\_\_\_ Age \_\_\_\_\_  
 Name \_\_\_\_\_ Relationship \_\_\_\_\_ Age \_\_\_\_\_  
 Name \_\_\_\_\_ Relationship \_\_\_\_\_ Age \_\_\_\_\_

6. Will any waterbeds or water filled furniture be in the Property?  Yes  No  
 Will any occupant smoke in the dwelling?  Yes  No Will Applicant maintain a renter's insurance policy?  Yes  No

7. List all vehicles to be parked on the Property (cars, trucks, trailers, recreational vehicles, motorcycles, boats, etc.):  
 Type \_\_\_\_\_ Year \_\_\_\_\_ Make \_\_\_\_\_ License No./State \_\_\_\_\_  
 Type \_\_\_\_\_ Year \_\_\_\_\_ Make \_\_\_\_\_ License No./State \_\_\_\_\_  
 Type \_\_\_\_\_ Year \_\_\_\_\_ Make \_\_\_\_\_ License No./State \_\_\_\_\_

8. Will there be any pets on the Property?  Yes  No Number of Pets \_\_\_\_\_  
 Type: \_\_\_\_\_ Breed: \_\_\_\_\_  
 Weight: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_  
 Neutered? \_\_\_\_\_ Declawed? \_\_\_\_\_ Rabies Shot Current? \_\_\_\_\_  
 Other (e.g. fish, birds, reptiles, etc.) and explain manner in which kept: \_\_\_\_\_

9. **Write Yes (Y) or No (N):** Has Applicant or any other occupant ever: been evicted? \_\_\_\_\_; filed bankruptcy? \_\_\_\_\_; lost property due to foreclosure? \_\_\_\_\_; had any credit problems? \_\_\_\_\_; been convicted of a felony? \_\_\_\_\_; If the answer to any of the preceding questions is Yes, explain (attach additional sheets if necessary) \_\_\_\_\_

10. If Applicant is a member of the Armed Forces: Has Applicant requested or received military orders transferring Applicant within one year?  Yes  No Is Applicant presently serving temporary orders limiting Applicant's stay to one year or less?  Yes  No

11. Will any person be signing a Lease Guaranty?  Yes  No Name \_\_\_\_\_  
 Relationship \_\_\_\_\_ Phone(hm) \_\_\_\_\_ (wk) \_\_\_\_\_ (fax) \_\_\_\_\_  
 Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

12. In case of emergency, notify \_\_\_\_\_  
 Relationship \_\_\_\_\_ Phone(hm) \_\_\_\_\_ (wk) \_\_\_\_\_  
 Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

13. Additional Information \_\_\_\_\_

**Representation:** Applicant and Co-Applicant represent that the above statements are true and complete. Providing false information is grounds for rejection, termination of a lease, and retention of money tendered to Landlord as liquidated damages.

**Authorization:** Applicant and Co-Applicant authorize Landlord or Landlord's broker to: (1) obtain a copy of any consumer or credit report related to this application; and (2) verify any rental history, employment history, or any other information related to this application; and (3) discuss information in the consumer report with Landlord and Landlord's broker.

**Fees and Deposits:** Applicant has submitted with this Application the following to Landlord:

- (a) a non-refundable fee of \_\_\_\_\_ to Landlord for processing and reviewing this Application.
- (b) a non-refundable fee of \_\_\_\_\_ for processing and reviewing information related to the lease guaranty.
- (c) An administration Fee of **200.00** is Non-Refundable. The Administration Fee will be refunded in the event you notify us in writing within (3) Business days that you do not wish to enter into an agreement with us, and that you wish to have your Administration Fee refunded. Following the (3) business days Landlord may retain the fee for liquated damages for Landlords Forbearance in leasing the property to any other applicant and shall have no further obligation to the Applicant or Lease Guarantee.

Applicant's Signature \_\_\_\_\_ Co-Applicant's Signature \_\_\_\_\_

<b>FOR LANDLORD'S USE ONLY</b>	
1. Applicant was notified of <input type="checkbox"/> approval; <input type="checkbox"/> non-approval; on (date): _____	
by <input type="checkbox"/> telephone, <input type="checkbox"/> U.S. Mail, <input type="checkbox"/> fax, <input type="checkbox"/> in person.	
2. Names of persons to whom above notice was actually given _____	by _____

