

# **RESIDENTIAL APARTMENT RENTAL APPLICATION**

## 1.) APPLICATION GUIDELINES: (READ CAREFULLY)

- a.) All information on this form must be completed in full before we can process your application.
- b.) All landlord, employment, credit & other verifications must be completed before we will show you any apartments that we have for rent.
- c.) A credit / criminal / eviction history must be completed on every applicant over the age of 18, any negative information on such report may result in the denial of your application.
- d.) There is a \$ \_\_\_\_\_ **non-refundable fee** to process each applicant over 18 years of age.
- e.) Each applicant must provide two forms of identification; one must be a valid state issued photo ID.
- f.) We may require proof of utility payments (if applicable) before we will sign a lease with you.

## 2. APARTMENT BEING APPLIED FOR: (Completed by office staff)

- a.) Location of premises; \_\_\_\_\_, \_\_\_\_\_, State of CT.
- b.) Rental Term to Commence \_\_\_\_\_ c.) Term of Rental \_\_\_\_\_
- d.) Monthly Rent \$ \_\_\_\_\_ e.) Security Deposit \$ \_\_\_\_\_

## 3. APPLICANT INFORMATION: (ALL ITEMS MUST BE COMPLETED TO PROCESS THIS APPLICATION)

- a.) Name \_\_\_\_\_ Co-Applicant Name \_\_\_\_\_
- b.) Address \_\_\_\_\_ City \_\_\_\_\_, State \_\_\_\_\_, Zip \_\_\_\_\_
- c.) Co- Applicant Address \_\_\_\_\_ City \_\_\_\_\_, State \_\_\_\_\_ Zip \_\_\_\_\_
- d.) Applicant Phone \_\_\_\_\_ Co- Applicant Phone \_\_\_\_\_
- e.) Applicant E-Mail \_\_\_\_\_ Co- Applicant E-Mail \_\_\_\_\_
- f.) Applicant Birth Date \_\_\_\_\_ Co- Applicant Birth Date \_\_\_\_\_
- g.) Applicant S.S. # \_\_\_\_\_ Co- Applicant S.S. # \_\_\_\_\_

## 4. APPLICANT'S HOUSEHOLD:

List all the members who will live in this apartment, and be on the lease agreement.

Name	S.S. #	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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**5. APPLICANT'S RENTAL HISTORY:**

- a.) Length of Time at Current Address (in section 2 ) \_\_\_\_\_
- b.) Current Landlord \_\_\_\_\_ Landlords Phone # \_\_\_\_\_
- c.) Reason for Moving \_\_\_\_\_ Current Rent \$ \_\_\_\_\_
- d.) Previous Address (Include City / State) \_\_\_\_\_
- e.) Previous Landlord Name \_\_\_\_\_ Previous Landlord's Phone# \_\_\_\_\_

**6. APPLICANT'S EMPLOYMENT:**

- a.) Current Job \_\_\_\_\_ How Long \_\_\_\_\_
- b.) Employers Name \_\_\_\_\_ Phone # \_\_\_\_\_
- c.) Employers Address (Include City / State) \_\_\_\_\_
- d.) Current Income per Month \_\_\_\_\_

**7. CO APPLICANT'S EMPLOYMENT:**

- a.) Current Job \_\_\_\_\_ How Long \_\_\_\_\_
- b.) Employers Name \_\_\_\_\_ Phone # \_\_\_\_\_
- c.) Employers Address (Include City / State) \_\_\_\_\_
- d.) Current Income per Month \_\_\_\_\_

**8. FINANCIAL INFORMATION:**

- a.) Applicant's Bank \_\_\_\_\_ Co- Applicant's Bank \_\_\_\_\_
- b.) Bank Address \_\_\_\_\_ Bank Address \_\_\_\_\_
- c.) Other Income Amount \$ \_\_\_\_\_ d.) Other Income Source \_\_\_\_\_
- e.) Make of Car                      Year                      Color                      State                      License Plate #  
\_\_\_\_\_  
\_\_\_\_\_

