



KoJa Property Solutions
LLC

P.O. BOX 371345 Decatur, GA 30037

Office: 678-981-8300 | Fax: 678-310-2980

Email: KojaCustomerService@gmail.com

RENTAL APPLICATION

WHAT PROPERTY ARE YOU APPLYING FOR?

DESIRED MOVE IN DATE:

APPLICANT INFORMATION

Name:

Date of birth:

SSN:

Driver's License #:

Cell Phone:

Work Phone:

Email:

Current address:

City:

State:

ZIP Code:

Owned

Rented

Monthly payment:

How long?

Landlord Name:

Landlord Phone:

Landlord Fax:

Landlord Email:

Reason for leaving:

Previous address:

City:

State:

ZIP Code:

Owned

Rented

Monthly payment:

How long?

Landlord Name:

Landlord Phone:

Landlord Fax:

Landlord Email:

Reason for leaving:

EMPLOYMENT INFORMATION

Current employer:

Employer address:

How long?

Supervisor Name:

Occupation:

Phone:

E-mail:

Fax:

**All applicants (18 years or older) must complete a separate application for rental.
All application fees are nonrefundable. © 2019 Koja Property Solutions, LLC. All rights reserved.**



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EMPLOYMENT INFORMATION (cont.)

Hourly <input type="checkbox"/>	Salary <input type="checkbox"/>	Monthly income:	Annual income:
Previous employer:			
Address:		How long?	
Former Supervisor Name:		Occupation:	
Phone:	E-mail:	Fax:	
Hourly <input type="checkbox"/>	Salary <input type="checkbox"/>	Monthly income:	Annual income:
Other Income Description:			Monthly Income
Name of a relative not residing with you:			
Name:		Phone:	
Address:		Relationship:	
OTHER OCCUPANTS			
List names and birthdates of all applicants 18 years or older			
List names and birthdates of all applicants 18 years or younger			
PETS			
Pets? <input type="checkbox"/> Yes <input type="checkbox"/> No		Describe:	

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BACKGROUND INFORMATION

HAVE YOU EVER:	Filed for bankruptcy? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when and is it discharged?
	Willingly or intentionally refused to pay rent when due? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide explanation.
	Been evicted from a tenancy or left owing money? If yes, please provide an explanation along with Property address, Property Name, and Landlord Name. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Been convicted of a crime? If yes, please provide type of Offense, County, and State. <input type="checkbox"/> Yes <input type="checkbox"/> No

EMERGENCY CONTACT

1. Name:	Phone:
Address:	Relationship:
2. Name:	Phone:
Address:	Relationship:

PERSONAL REFERENCES

1. Name:	Phone:
Address:	Relationship:

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PERSONAL REFERENCES (cont.)

2. Name

Address:

Relationship:

VEHICLE INFORMATION

Make & Model:

Year:

License No.

State:

Make & Model:

Year:

License No.

State:

OTHER INFORMATION

How did you hear about this property?

Please include any other information you believe would help to evaluate this application:

CREDIT REFERENCE

Description	Type of account	How long	Balance or Are all payments current
Bank Name:			\$
Other Active Credit Ref:			<input type="checkbox"/> Yes <input type="checkbox"/> No
Other Active Credit Ref:			<input type="checkbox"/> Yes <input type="checkbox"/> No
Other Active Credit Ref:			<input type="checkbox"/> Yes <input type="checkbox"/> No

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A non-refundable application fee of **\$65.00** and a reservation fee of \$_____ (input rental amount) are required for processing this application and is being paid herewith. The undersigned expressly agrees that if this application is approved applicant herewith agrees to rent this property. Applicant further agrees that if applicant is accepted by Management and then decides, for any reason, not to move into the premises, then all monies paid herewith shall be retained as liquidated damages since other prospective tenants may have been turned away and it may be necessary for Management to re-advertise the property and evaluate other applicants. Processing of application shall be as timely as possible and the results may be delivered via telephone, fax or mail. Once approved, applicant agrees to pay the balance of funds and complete the paperwork within 24 hours, otherwise management will assume that applicant has decided to forfeit the reservation/earnest money payment made herewith and will begin re-marketing the property. If applicant is not approved, all monies given herewith, less application fee shown above, shall be returned to applicant. Applicant understands and agrees that rent begins as of the day after application approval and will be prorated for the following month.

A PHOTOSTATIC COPY OF MY DRIVER'S LICENSE OR PICTURE IDENTIFICATION CARD, LATEST PAY CHECK STUB(S) ARE ATTACHED TO THE APPLICATION , OR WILL BE PROVIDED . I declare that the application is complete, true and correct and **I herewith give my permission for anyone contacted to release the credit or personal information of the undersigned applicant to Management or their authorized agents**, at any time, for the purposes of entering into and continuing to offer or collect on any agreement and/or credit extended. I further authorize Management or their Authorized Agents to verify the application information including but not limited to obtaining criminal records, contacting creditors, present or former landlords, employers and personal references, whether listed or not, at the time of the application and at any time in the future, with regard to any agreement entered into with Management. Any false information will constitute grounds for rejection of this application, or Management may at any time immediately terminate any agreement entered into in reliance upon misinformation given on this application.

Signature of applicant & authorization:

Date:

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