



**Anne Kent Realty, LLC**  
Property Management Division

Application Date:   
One Columbus Center, Suite 600  
Virginia Beach, VA 23462  
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Office: (757) 486-8543  
Fax: (757) 486-7171

## RENTAL APPLICATION

Please provide all requested information. Applications will not be processed if incomplete or unsigned. Include one check for the non-refundable application fee (\$40). This fee applies to an individual applicant or a married couple. Application CANNOT be processed without the processing fee. Additional applicants (roommates, e.g.) must submit separate applications with separate fees.

Application Fee	Rent	Desired Lease Term (years)

For the rental property located at:

Referred By: (please check at least one) ☐ Sign ☐ Company Website  
☐ Real Estate Agent ☐ Internet (Please Specify) \_\_\_\_\_ ☐ Other \_\_\_\_\_

Scheduled Move-In Date:  What motivated you to rent?

Please provide us with a copy of your driver's license and social security card for verification.

FIRST	MIDDLE	LAST	Date of Birth	Social Security #	DL # / State Issued
SPOUSE					

If married, length of time:	Primary Phone #	Secondary Phone #
	E-mail address:	

Other names used within last five (5) years for applicant and /or spouse; please indicate who:

ADDITIONAL OCCUPANTS	BIRTH DATE	RELATIONSHIP TO APPLICANT

EMPLOYMENT HISTORY	Current Employment	Previous Employment	Spouse's Employment
Employer			
Street Address			
City, State, ZIP			
Phone			
Position			
Supervisor			
Dates of Employment	From To	From To	From To
Income per month	\$	\$	\$

RESIDENCE HISTORY	Current Address	Prior	Prior
Community Name			
Street Address			
City   State   Zip Code			
Occupancy Dates	From To	From To	From To
Last Rent Paid	\$	\$	\$
Owner / Manager Name			
Contact Telephone			
Reason for moving?			

I/We hereby agree that no other person(s) except the above-named will occupy the demised premises at any time without written consent of the Property Manager and that all adults residing in the premises are jointly/severally liable for all rent and damages incurred during the term of occupancy.

Initials of applicant

## VEHICLES

Car, Truck, Motorcycle, Boat	Make	Model	Color	Year	License No

Name of Bank	Branch Location	Account #	Date Account Opened

Credit References	Address/City	Phone	E-mail

## PERSONAL REFERENCES

In Case of Emergency Notify:	Address/City	Phone	Alt Phone
Close Friend:			
Nearest Relative Living Elsewhere			

Please answer YES or NO to each of the following and give explanations where necessary	YES	NO
1. Have you ever been evicted or had an unlawful detainer action against you?		
2. Have you ever refused to pay your rent for any reason?		
3. Do you have any pets? (If YES, how many and what kind? Explain below)		
4. Have you declared bankruptcy in the past five (5) years?		
5. Are you subject to any pending bankruptcy proceedings?		
6. Have you, or anyone you know, past or present, resided at this address?		
7. Do you intend to operate a business at this address?		
8. If accepted, how long do you intend to stay?		
9. Mother's Maiden Name		
10. Spouse's Mother's Maiden Name		
Please use this area to explain all YES answers and any other information:		

The owner of the premises you are applying for carries insurance on the dwelling only. You must acquire renters insurance for your household goods. Neither the Agent nor the Owner of the property is responsible for damages to your personal property.

Each applicant certifies information provided is true and accurate to the best of their knowledge. Owner and Agent have each applicant's permission to obtain credit history and verify any information provided. If any applicant withholds or gives false information, this application is considered void and the lease agreement may be terminated by the Owner.

If the application is approved, and the applicants do not enter into a lease, any fees/deposits paid by the applicant's may be retained by the Agent. Full Security Deposit must be received in certified funds by Agent within 24 hours after application approval. Property remains on the market until deposit is received. Application fees are non-refundable.

Owner and Agent are pledged to the letter and spirit of U.S. policy for achievement of equal housing opportunity. We encourage and support affirmative advertising and marketing programs in which there are no barriers to obtaining housing because of race, color, religion, national origin, sex, elderliness, familial status, disability, source of funds, sexual orientation, gender identity, or military status.

Megan's Law Disclosure: (Applicants) should exercise whatever due diligence they deem necessary with respect to information on any sex offender registered under Chapter 23 (19.2-387 et seq.) of Title 19.2. Such information may be obtained by contacting your local police department or the Virginia State Police, Central Criminal Records Exchange, at 804-674-2000 or on the internet at: <https://www.virginia.gov/agencies/departments-of-state-police/>

Each applicant understands that the Agent represents the Owner of the premises and acknowledges having received a copy of this application at the time it was submitted.

Applicant \_\_\_\_\_ Co-Applicant \_\_\_\_\_

I am aware that an incomplete application causes delays in processing and may result in rejection of application.

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_