

# RENTAL APPLICATION (Application fee \$20 - Per Adult)

Each adult (18 or older) must fill out separate application with valid phone ID. Today's date: \_\_\_\_\_  
 Address Applying for: \_\_\_\_\_ Rent:\$ \_\_\_\_\_  
 How did you hear about this home or apartment? \_\_\_\_\_  
 Your Requested Move-In Date:\_\_\_\_\_ Is the Total Move In Amount Available Now: \_\_\_\_\_

## Applicant's Personal Information

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Driver's license/ID number/state: \_\_\_\_\_  
 Email address: \_\_\_\_\_

Additional Occupants (List every occupant's name, birth date, and their relationship to applicant.

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How long do you plan to live here? \_\_\_\_ 1 yr \_\_\_\_ 2 yr \_\_\_\_ 3 yr+  
 Have you ever broken a lease? \_\_\_\_\_ Ever refused to pay for any reason? \_\_\_\_\_  
 How many evictions have been filed on you? \_\_\_\_\_ Ever filed for bankruptcy? \_\_\_\_\_  
 Ever been convicted of a crime? \_\_\_\_\_ Do you give us permission to do a criminal background check? \_\_\_\_\_  
 Currently have any utilities in your name? \_\_\_\_\_ Currently have phone service in your name? \_\_\_\_\_  
 Is there anything to prevent you from placing utilities in your name? \_\_\_\_\_ Do any occupants smoke? \_\_\_\_\_  
 What kind of animals do you have: \_\_\_\_\_ Weight: \_\_\_\_\_

## Residence History for the Previous 5 years

Current address: \_\_\_\_\_  
 Moved in Date : \_\_\_\_\_ Monthly Rent: \_\_\_\_\_  
 Name of current landlord: \_\_\_\_\_ Phone \_\_\_\_\_  
 Reason for moving: \_\_\_\_\_ Is your rent current? \_\_\_\_\_  
 Number of late payments at this address: \_\_\_\_\_ Security deposit currently held by landlord? \_\_\_\_\_  
 Have you had any reoccurring problems with your current home or landlord? \_\_\_\_\_

Previous address: \_\_\_\_\_  
 Previous landlord: \_\_\_\_\_ Previous landlord's phone: \_\_\_\_\_  
 Moved in Date: \_\_\_\_\_ Reason for moving: \_\_\_\_\_  
 Monthly Rent: \_\_\_\_\_ Was your full security deposit returned? \_\_\_\_\_ # of late payments: \_\_\_\_\_

Previous address: \_\_\_\_\_  
 Previous landlord: \_\_\_\_\_ Previous landlord's phone: \_\_\_\_\_  
 Moved in Date: \_\_\_\_\_ Reason for moving: \_\_\_\_\_  
 Monthly Rent: \_\_\_\_\_ Was your full security deposit returned? \_\_\_\_\_ # of late payments: \_\_\_\_\_

## Income / Employment History

Applicant's current employment status: Full-time:\_\_\_\_ Part-time (less than 32 hrs.): \_\_\_\_\_ Student: \_\_\_\_\_  
 Retired: \_\_\_\_\_ Self-employed: \_\_\_\_\_ Unemployed: \_\_\_\_\_ Other: \_\_\_\_\_

**Applicant employed by:** \_\_\_\_\_ Hire Date: \_\_\_\_\_  
 Position: \_\_\_\_\_ Gross Wages:\$ \_\_\_\_\_ ( \_\_ month \_\_ week \_\_ hour)  
 Hours worked per week: \_\_\_\_\_ Supervisor's name: \_\_\_\_\_  
 Phone \_\_\_\_\_ Address: \_\_\_\_\_

**Also employed by:** \_\_\_\_\_ Hire Date: \_\_\_\_\_  
 Position: \_\_\_\_\_ Gross Wages:\$ \_\_\_\_\_ ( \_\_ month \_\_ week \_\_ hour)

Hours worked per week: \_\_\_\_\_ Supervisor's name: \_\_\_\_\_  
Phone \_\_\_\_\_ Address: \_\_\_\_\_

**Emergency Contact:** In the event of some emergency that would prevent you from paying rent when due, is there a relative, person, or agency that could assist you with rent payments?

Emergency contact: \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Emergency contact: \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Additional Income:** (verifiable sources of income that you would like considered, please list income and source).

Additional source: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

How long have you been receiving this income? \_\_\_\_\_ How long do you expect income to continue? \_\_\_\_\_

### Credit History / Assets / Loans

Number of vehicles? \_\_\_\_\_ Any business vehicles, RV, campers, boats or motorcycles? \_\_\_\_\_

Vehicle 1 (make/model/color): \_\_\_\_\_ Vehicle 2 \_\_\_\_\_

Please note, only cars on application are authorized to be on premises. Do you have a car payment? \$ \_\_\_\_\_

List any other current monthly expenses and approximate amount? \_\_\_\_\_

Name of bank and branch: \_\_\_\_\_ Checking acct? \_\_\_\_\_ Credit Card? \_\_\_\_\_

Part of our verification process is to request a credit report which is provided by: \_\_\_\_\_

Is there anything negative we may find when we run a credit or criminal background check? \_\_\_\_\_

### Personal /Professional References

Name of doctor or health care provider: \_\_\_\_\_ Attorney \_\_\_\_\_

Name of nearest living relative: \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Please Check Each Box To Get More Information:

"Pay Day Plan" allows you to have your monthly rent payment split up to match your pay days.

ACH (Automated Clearing House) rent payments made directly from your checking account.

**Thank you** for completing an application to rent from us. A fee of \$ 20 is charged on all applicants for the purpose of verifying information furnished. This fee is nonrefundable. By signing below, applicant represents all information is true, complete, and authorizes annual contact/verification of information, references, and credit for continual tenancy or for collection purposes should it become necessary. If any information is found to be false, the application will be rejected and will be sufficient reason for immediate eviction and loss of deposit.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

### OFFICE USE ONLY, Do NOT Write Below This Line

| Received By: | App Fee | Viewed Property | Picture ID Copy | Source |
|--------------|---------|-----------------|-----------------|--------|
|              |         |                 |                 |        |