



# RENTAL APPLICATION

Every occupant over the age of 18 **MUST** fill out a separate application (even if married).  
 Please fill out this form **COMPLETELY** and sign where indicated below.  
 Each occupant is subject to a background check, completed at the cost of the applicant.  
*We use TenantBackgroundSearch.com and the cost is \$24.95.*

## PERSONAL INFORMATION

FIRST NAME	MIDDLE	LAST	SS#
DATE OF BIRTH	WHEN WOULD YOU LIKE TO MOVE IN?		DRIVERS LICENSE # STATE
PHONE NUMBER		EMAIL ADDRESS	
PRESENT HOME ADDRESS		CITY/STATE/ZIP	
LENGTH OF TIME	PRESENT LANDLORD	LANDLORD PHONE	
REASON FOR LEAVING	AMOUNT OF RENT	IS YOUR PRESENT RENT UP TO DATE?	
PREVIOUS HOME ADDRESS		CITY/STATE/ZIP	
LENGTH OF TIME	PREVIOUS LANDLORD	LANDLORD PHONE	
REASON FOR LEAVING	AMOUNT OF RENT	WAS YOUR RENT UP TO DATE?	
NEXT PREVIOUS HOME ADDRESS		CITY/STATE/ZIP	
LENGTH OF TIME	NEXT PREVIOUS LANDLORD	LANDLORD PHONE	
REASON FOR LEAVING	AMOUNT OF RENT	WAS YOUR RENT UP TO DATE?	

## PROPOSED OCCUPANT(S)

NAME	RELATIONSHIP	OCCUPATION	AGE
NAME	RELATIONSHIP	OCCUPATION	AGE
NAME	RELATIONSHIP	OCCUPATION	AGE
NAME	RELATIONSHIP	OCCUPATION	AGE

## PROPOSED PET(S)

NAME	TYPE/BREED	WEIGHT/COLOR	AGE
NAME	TYPE/BREED	WEIGHT/COLOR	AGE
NAME	TYPE/BREED	WEIGHT/COLOR	AGE

## VEHICLE(S) INFORMATION *(Non-Registered Vehicles will be subject to additional monthly charges or a removal charge.)*

YEAR	MAKE	MODEL	COLOR	PLATE #
YEAR	MAKE	MODEL	COLOR	PLATE #
DO YOU OWN A MOTORCYCLE, BOAT, COMMERCIAL VEHICLE, CAMPER, TRAILER, ETC? <input type="checkbox"/> YES <input type="checkbox"/> NO				
IF YES, PLEASE LIST PLATE #S, IDENTIFICATION AND DESCRIPTION				

EMPLOYMENT		
CURRENT EMPLOYER	OCCUPATION	HOURS/WEEK
SUPERVISOR	PHONE	YEARS EMPLOYED
ADDRESS	CITY/STATE/ZIP	
CURRENT EMPLOYER	OCCUPATION	HOURS/WEEK
SUPERVISOR	PHONE	YEARS EMPLOYED
ADDRESS	CITY/STATE/ZIP	

INCOME		
CURRENT INCOME \$ _____ <input type="checkbox"/> WEEKLY <input type="checkbox"/> BIWEEKLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> YEARLY	SOURCE	PROOF OF INCOME <input type="checkbox"/> YES <input type="checkbox"/> NO
CURRENT INCOME \$ _____ <input type="checkbox"/> WEEKLY <input type="checkbox"/> BIWEEKLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> YEARLY	SOURCE	PROOF OF INCOME <input type="checkbox"/> YES <input type="checkbox"/> NO

EMERGENCY / PERSONAL REFERENCE INFORMATION		
EMERGENCY CONTACT	PHONE	PHONE
RELATION	ADDRESS	CITY/STATE/ZIP
EMERGENCY CONTACT	PHONE	PHONE
RELATION	ADDRESS	CITY/STATE/ZIP
PERSONAL REFERENCE	PHONE	PHONE
RELATION	ADDRESS	CITY/STATE/ZIP
PERSONAL REFERENCE	PHONE	PHONE
RELATION	ADDRESS	CITY/STATE/ZIP

APPLICANT QUESTIONNAIRE / AUTHORIZATION		
HAVE YOU EVER BEEN SUED FOR BILLS? <input type="checkbox"/> YES <input type="checkbox"/> NO	HAVE YOU EVER BEEN LOCKED OUT OF YOUR APARTMENT BY THE SHERIFF? <input type="checkbox"/> YES <input type="checkbox"/> NO	
HAVE YOU EVER FILED FOR BANKRUPTCY? <input type="checkbox"/> YES <input type="checkbox"/> NO	HAVE YOU EVER BEEN GUILTY OF A MISDEMEANOR OR FELONY? <input type="checkbox"/> YES <input type="checkbox"/> NO	
HAVE YOU EVER BROKEN A LEASE? <input type="checkbox"/> YES <input type="checkbox"/> NO	HAVE YOU EVER BEEN EVICTED? <input type="checkbox"/> YES <input type="checkbox"/> NO	
HAVE YOU EVER BEEN BROUGHT TO COURT BY ANOTHER LANDLORD? <input type="checkbox"/> YES <input type="checkbox"/> NO	HAVE YOU EVER MOVED OWING RENT OR DAMAGED AN APARTMENT? <input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE TOTAL MOVE-IN AMOUNT AVAILABLE NOW (RENT AND DEPOSIT)?		<input type="checkbox"/> YES <input type="checkbox"/> NO

APPLICANT AUTHORIZES THE LANDLORD TO CONTACT PAST AND PRESENT LANDLORDS, EMPLOYERS, CREDITORS, CREDIT BUREAUS, NEIGHBORS AND ANY OTHER SOURCES DEEMED NECESSARY TO INVESTIGATE APPLICANT. BY SIGNING BELOW, APPLICANT IS STATING THAT THE INFORMATION PROVIDED IN THIS APPLICATION IS TRUE, CORRECT AND COMPLETE. ALL PERSONS AND FIRMS NAMED IN THIS APPLICATION MAY FREELY GIVE ANY INFORMATION CONCERNING THE APPLICANT THAT IS REQUESTED AND APPLICANT WAIVES ALL RIGHTS OF ACTION FOR ANY CONSEQUENCE RESULTING FROM SUCH INFORMATION. BY SIGNING BELOW, I AUTHORIZE THE MANAGER OF THE PROPERTY TO RELEASE ALL INFORMATION CONTAINED IN THIS APPLICATION ON APPLICANT'S BEHALF AND BENEFIT.

Notice of Resident Selection Criteria: I acknowledge that property management may obtain a background report in connection with my application and that such report may include information on my credit and criminal histories. I also acknowledge that my application may be rejected based on information contained in such reports. By signing below, I further acknowledge that I have been informed of this property's Resident Selection Criteria which may include: (1) criminal history, (2) previous rental history, (3) current income, (4) credit history, (5) failure to provide accurate or complete information on the application form, and (6) any other legitimate non-discriminatory information that might be relevant to the resident selection process. If I do not meet the selection criteria, or if I provide inaccurate or incomplete information, I further acknowledge that my application may be rejected and, as provided below, my Non-Refundable Application Fee and Guarantor Fee (if any) will not be refunded.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



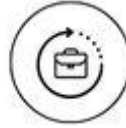
Good financial history



Clean background check



Clean eviction check



Stable employment



Sufficient income



Positive reference checks

CRITERIA	MINIMUM REQUIREMENTS	NOTES ABOUT APPLICANT (OFFICE USE ONLY)
Good financial history	<ul style="list-style-type: none"> <li>• Credit score of 620 or higher</li> <li>• No bankruptcies within 5 years</li> <li>• No collections opened within 3 years</li> <li>• No history of late rent payments</li> </ul>	
Clean background check	<ul style="list-style-type: none"> <li>• No misdemeanors for 3 years</li> <li>• No felonies for 7 years</li> <li>• NO conviction of a crime which was a threat to property in the past five years (drunk driving, burglary, robbery, etc)</li> <li>• NO conviction for the manufacture or distribution of a controlled substance in the past five years</li> </ul>	
Clean eviction check	<ul style="list-style-type: none"> <li>• No evictions listed in history</li> </ul>	
Stable employment	<ul style="list-style-type: none"> <li>• Employed for at least 6 months</li> <li>• No history of frequent job changes</li> </ul>	
Sufficient income	<ul style="list-style-type: none"> <li>• Scheduled rent cannot exceed 35% of gross monthly income</li> <li>• All contracted debts (credit card payments, car payments, other loans, etc), including rent, cannot exceed 50% of gross income</li> </ul>	
Positive reference checks	<ul style="list-style-type: none"> <li>• Any reports from previous landlords of repeated disturbance of their neighbors' peaceful enjoyment of their homes; reports of gambling, prostitution, drug dealing or drug manufacturing; damage to the property beyond normal wear and tear; reports of violence or threats to landlords or neighbors; allowing people not listed on the lease or rental agreement to live in the property; failure to give proper notice when vacating the property; or a landlord who would not rent to them again</li> </ul>	

OFFICE USE ONLY		
APPLICATION DATE	HOUSING UNIT TYPE	POSSIBLE ADDRESS/UNIT #
MONTHLY RENT	SECURITY DEPOSIT	MOVE-IN DATE
LEASE DATES	REVIEWED BY	DATE COMPLETED