



APPLICATION FOR RENTAL

Notice: All adult applicants (18 or older) must complete a separate application for rental.

Apartment	Rent	Move In Date	Agent
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APPLICANT INFORMATION

Last Name First Name MI.

SSN Government Issued ID #	Email
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Birth Date	Home Phone	Work Phone	Cell Phone
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CURRENT ADDRESS

Street Address City State Zip

Date In	Date Out	Landlord Name	Landlord Phone
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Monthly Rent	Reason for Leaving
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PREVIOUS ADDRESS

Street Address City State Zip

Date In	Date Out	Landlord Name	Landlord Phone
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Monthly Rent	Reason for Leaving
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OTHER OCCUPANTS/RESIDENTS

List Names and Date of Birth of all Additional occupants/residents:

1. Occupation Employer/Company/Address	Monthly Salary
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Supervisor Name	Supervisor Phone	Start Date	End Date
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2. Occupation Employer/Company/Address	Monthly Salary
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Supervisor Name	Supervisor Phone	Start Date	End Date
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1. Other Income Description	Monthly Income
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2. Other Income Description	Monthly Income
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EMERGENCY CONTACT

1. Name	Address	Phone
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2. Name	Address	Phone
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BACKGROUND INFORMATION		
Have you ever been convicted and/or arrested for a crime?		
If so, please list and explain the nature of the crime:		
Have you ever been evicted by a Landlord?		
If so, please list and explain the nature of the eviction:		
Any Litigation, such as Suits, Judgments, Bankruptcies, Foreclosures, etc.?		
If so, please list and explain the nature of the litigation:		
VEHICLE INFORMATION		
1. Make & Model & Color	Year	License No. & State
2. Make & Model & Color	Year	License No. & State
Other Vehicles		
OTHER INFORMATION		
How did you hear about this Property?		
Please include any other information you believe would help to evaluate this application:		
<p>I/We hereby agree, to pay a holding fee of \$500 to be paid as follows:</p> <p>a. Within 48 hours of approval of this application</p> <p>b. No later than one week prior to tenant's scheduled move-in, an additional deposit shall be paid equaling the total of one month's rent. Not to be applied as security deposit. This amount shall also be considered as part of the holding fee. If the applicant does not take possession and/or cancels this lease, prior to its inception, these monies will be forfeited to owner as liquidated damages for holding the rental off the rental market.</p> <p>I/We understand that all deposited monies (including Holding fee, \$40.00 application fee (per person), and subsequent monies) are non-refundable and will be forfeited to the Owner as liquidated Damages in the event that I/We cancel my application or do not move in within 90 days following notification (verbally or written) of approval or within 30 days of the date of the beginning of the lease. Owner and/or agent for the owner reserve the right to reject this application and to refuse possession of the above mentioned accommodations. I/We have read the foregoing and certify the information herein is TRUE and CORRECT, that this application is submitted for the purpose of inducing approval of this application in my/our behalf. This is to inform you that as a part of our procedure for processing your application, an investigative Consumer Report may be prepared whereby information is obtained through credit report(s), personal interviews with your landlord, employer, or others with whom you are acquainted. This inquiry includes information as to your character; general reputation, personal characteristics, and mode of living and credit history. You have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation. I/We hereby consent for you to process our application to obtain and verify my credit information, including a criminal background check for the purpose of determining whether or not to lease to me an apartment. I/We understand that if our name(s) appear on the register of sex offenders this application will be rejected. I/We understand that should I lease an apartment, you shall have a continuing right to review my credit information, rental application, criminal background, payment history and occupancy history. Any information contained in your application that is determined to be false shall constitute a rejection of this application and all monies stated above shall be forfeited. This application shall become part of your lease and any false information supplied shall be considered a violation of the lease. The application is hereby incorporated into the lease agreement.</p>		
Applicant Signature		Date Signed
Applicant was (circle one):	Approved	Conditionally Approved
Declined		
Leasing Director has reviewed application and all documents provided		
Leasing Director Signature		Date Reviewed



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Instructions for Applying
\$40 APPLICATION FEE PER PERSON
MUST BE MONEY ORDER

1. You will need to provide proof of income. (2 most recent paystubs)
2. Photo ID is required for all applicants.
3. Fill out all required information on the application and be sure to sign it. Social Security number must be on the application. If you have children, please list their full name and Date of Birth in the section that asks to list other occupants.
4. Anyone over the age of 18 must fill out an application that is going to be living in the apartment.
5. We run a full background check which includes; Criminal, credit score and public records for landlord tenant actions, evictions, foreclosures and bankruptcy.
6. Income is looked at as 2 and ½ times the rent per month.
7. Once the application is approved \$500 non- refundable deposit is required to hold the apartment. The deposit must be in the form of a money order or cashier's check. This will be applied to the move in costs.
8. Security deposit (which is equal to one month rent) and first month rent is due on move in. In certain cases, the security deposit may be 1 and ½ month.
9. The deposit to hold your apartment is non- refundable if you cancel your move in.