



# APPLICATION FOR RENTAL/TENANCY

\*One application per applicant(s) of dwelling.

*Office use: Application Status*

**APPLICANT'S REQUIREMENTS CHECK-LIST:**

- Completed Application
- In-person signature
- State ID or Driver's License
- \$35.00 non-refundable processing fee

Today's Date: \_\_\_\_\_

Requested Move-in Date: \_\_\_\_\_

Address applying for: \_\_\_\_\_

**Applicant's Full Name:** \_\_\_\_\_

**Date of Birth (mm/dd/yyyy):** \_\_\_\_\_

<i>(first)</i>	<i>(middle)</i>	<i>(last)</i>	
			<b>Social Security Number:</b>

**Applicant's Information:**

**Driver's License State:** \_\_\_\_\_

**Driver's License Number:** \_\_\_\_\_

**phone/e-mail:**

<i>(home)</i>	<i>(work)</i>	<i>(cell)</i> <input type="checkbox"/> <i>call</i> <input type="checkbox"/> <i>text</i>	<i>(E-mail Address)</i>
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**Current/most current**

**Address:**

<i>(Complex, Apartment #, Street Address)</i>	<i>(City)</i>	<i>(State)</i>	<i>(Zip Code)</i>
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**Landlord/Property**

**Manager's information:**

<i>(Name and/or Company)</i>	<i>(Phone number)</i>	<i>(Monthly Rent)</i>	<i>(Length of Residency)</i>
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**Marital Status:**  Single  Divorced  Widowed  Married (Full Name): \_\_\_\_\_

**\*Co-Applicant:**  None  Spouse  Other (Full Name): \_\_\_\_\_

### OCCUPANCY INFORMATION

Additional Occupants (Name & Age)	Pets (Type/Breed & Amount)	Rental Insurance (if none leave blank)
		Company Name: _____
		Phone Number: _____
		Policy Number: _____

### RESIDENTIAL HISTORY

Time of Residency:	Previous Address:	Landlord/Property Manager	Monthly rent:	Reason for moving:
Beginning Year to End Year		Name: _____ Phone: _____ Address: _____		
Beginning Year to End Year		Name: _____ Phone: _____ Address: _____		
Beginning Year to End Year		Name: _____ Phone: _____ Address: _____		

Please verify that all information listed on this page is true, correct, and approved for processing.



APPLICANT'S INITIALS: \_\_\_\_\_



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### CURRENT EMPLOYMENT / FINANCIAL SUMMARY

EMPLOYER INFORMATION	TIME OF EMPLOYMENT	TITLE & DESCRIPTION	Employment Goals:
Name:	START DATE:		
Supervisor:			
Phone:			
Address:	SALARY:		
OTHER SOURCES OF INCOME			AMOUNT

### EMPLOYMENT HISTORY

EMPLOYER INFORMATION	TIME OF EMPLOYMENT	TITLE & DESCRIPTION	REASON FOR SEPERATION:
Name:	Beginning Year to End Year		
Supervisor:			
Phone:			
Address:	SALARY:		
EMPLOYER INFORMATION	TIME OF EMPLOYMENT	TITLE & DESCRIPTION	REASON FOR SEPERATION:
Name:	Beginning Year to End Year		
Supervisor:			
Phone:			
Address:	SALARY:		
EMPLOYER INFORMATION	TIME OF EMPLOYMENT	TITLE & DESCRIPTION	REASON FOR SEPERATION:
Name:	Beginning Year to End Year		
Supervisor:			
Phone:			
Address:	SALARY:		

### ADDITIONAL INFORMATION

(3) Personal References:			
Name:	Relationship	Contact number:	Address:
Vehicles (make, model, plate number):		Banking Institutes:	Emergency Contact
			Name:
			Phone:
			Address:

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**\*\* please feel free to add any additional information in the 'relevant information' section of this application or on additional sheets for ANY questions that did not provide enough space for your answers.**

BACKGROUND HISTORY INFORMATION:	Answer:	IF 'YES' PLEASE EXPLAIN
Have you ever been (or are you currently being) evicted or received a lease termination from a property?	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Are you required to register with a sex offender registry?	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Have you ever been convicted of any crime? (Greater than a misdemeanor)	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Have you ever declared bankruptcy?	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Have you ever been arrested for any serious offenses?	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Have you ever entered a guilty plea or no contest to any criminal offense?	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Do you have an outstanding Personal Judgement against you?	<input type="checkbox"/> No <input type="checkbox"/> Yes	

### ANY ADDITIONAL INFORMATION RELEVANT TO MY APPLICATION FOR RENTAL/TENANCY:

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### DISCLOSURE:

THE APPLICANT REPRESENTS THAT ALL INFORMATION IS TRUE AND CORRECT, AS WELL AS AUTHORIZES VERIFICATION OF THE INFORMATION PROVIDED. IN THE EVENT OF FALSEIFIED, UNTRUE, OR INCORRECT INFORMATION SHALL BE GROUNDS TO REFUSE OR TERMINATE ANY RENTAL AGREEMENT. THE LANDLORD/PROPERTY MANAGER RESERVES THE RIGHT TO REFUSE ANY APPLICANT FOR ANY REASON. THIS APPLICATION DOES NOT GUARANTEE TENANCY UNTIL THE RENTAL LEASE AGREEMENT HAS BEEN SIGNED, THE DEPOSIT MONEY HAS BEEN RECEIVED, AND THE PRESENT TENANT HAS VACATED THE PREMISES. NO PERSONS OTHER THAN THOSE SPECIFICALLY NAMED AS A TENANTS OR OCCUPANTS WILL BE PERMITTED TO OCCUPY THE DWELLING WITHOUT THE WRITTEN CONSENT OF THE LANDLORD AND AN APPROPRIATE ADJUSTMENT IN THE LEASE AGREEMENT. APPLICANT PROCESSING INCLUDES, BUT NOT LIMITED TO A REFERENCE AND EMPLOYMENT VERIFICATION, A CREDIT CHECK, BACKGROUND CHECK, AND A DRIVING RECORD REPORT. IF APPLICANT IS APPROVED, COMPLIANCE WITH ALL OF THE TERMS AND AGREEMENTS OF THE LEASE ARE REQUIRED AND BY SIGNING THIS APPLICATION, THE APPLICANT AGREES TO THIS DISCLOSURE AND THAT ALL INFORMATION PROVIDED IS TRUE TO THE BEST OF THEIR KNOWLEDGE.

**APPLICANT'S SIGNATURE** \_\_\_\_\_

**DATE:** \_\_\_\_\_

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**APPLICANT'S INITIALS:** \_\_\_\_\_

