

# RENT APPLICATION

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

Photo I.D. Required

Photo I.D. #: \_\_\_\_\_

Premises Applied For: \_\_\_\_\_ Date Wanted: \_\_\_\_\_

Monthly Rent: \_\_\_\_\_ Sec. Deposit: \_\_\_\_\_ Admin. Fee \_\_\_\_\_ Length Of Lease: \_\_\_\_\_

Utilities Furnished/Owner: None W G E Heat A/C All Rubs: None W G E Heat All

Also Furnished: Rge Ref D/w Disp Wash Dryr Window A/C Drapes/Blinds Cpt None

Applicant's Name: \_\_\_\_\_ S.S.#: \_\_\_\_\_

D.O.B.: \_\_\_\_\_ Phone: Work: \_\_\_\_\_ Home: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ S.S.#: \_\_\_\_\_

D.O.B.: \_\_\_\_\_ Phone: Work: \_\_\_\_\_ Home: \_\_\_\_\_

E-mail 1: \_\_\_\_\_ E-mail 2: \_\_\_\_\_

## Other Persons That Are To Occupy The Premises Applied For

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

Any Special Requirements Needed To Occupy Unit? \_\_\_\_\_

Pet (Where Allowed ): \_\_\_\_\_ Type: \_\_\_\_\_ Size: \_\_\_\_\_ Details: \_\_\_\_\_

## Person To Notify In Case Of An Emergency

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

**Please Enter All Residences For Previous Five Years**

- Present Add.: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Landlord: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason For Moving: \_\_\_\_\_ Rent: \$ \_\_\_\_\_ How Long: \_\_\_\_\_
- Previous Add.: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Landlord: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason For Moving: \_\_\_\_\_ Rent: \$ \_\_\_\_\_ How Long: \_\_\_\_\_
- Previous Add.: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Landlord: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason For Moving: \_\_\_\_\_ Rent: \$ \_\_\_\_\_ How Long: \_\_\_\_\_

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Employed By: \_\_\_\_\_ Position: \_\_\_\_\_ How Long: \_\_\_\_\_  
Business Address: \_\_\_\_\_ Gross Monthly Income: \_\_\_\_\_  
Supervisor's Name: \_\_\_\_\_ Supervisor's Phone #: \_\_\_\_\_  
Other Sources Of Income: \_\_\_\_\_ Gross Monthly Income: \_\_\_\_\_  
Previous Employer: \_\_\_\_\_ How Long: \_\_\_\_\_

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Spouse Employed By: \_\_\_\_\_ Position: \_\_\_\_\_ How Long: \_\_\_\_\_  
Business Address: \_\_\_\_\_ Business Phone: \_\_\_\_\_  
Spouse Gross Monthly Income: \_\_\_\_\_ Total Household Gross Monthly Income: \_\_\_\_\_

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Have You Ever Been Evicted?    No    Yes    If Yes, Please Provide Details.....

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Have You Ever Been Convicted Of A Felony?    No    Yes    If Yes, Please Provide Details ....

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Have You Ever Applied Or Rented An Apartment Or House Through Us Before?    Yes    No

If Yes, When? \_\_\_\_\_ Where? \_\_\_\_\_

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Bank Name: \_\_\_\_\_ City \_\_\_\_\_

Checking Account No.: \_\_\_\_\_ Savings Account No.: \_\_\_\_\_

Loans, Credit Cards (Installments, etc.) \_\_\_\_\_

Auto: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ License #: \_\_\_\_\_

**Character references**

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Other notes**

\_\_\_\_\_  
\_\_\_\_\_

I hereby pay \$ \_\_\_\_\_ which is a non-refundable credit and application fee. (Please make separate check.)

I hereby deposit \$ \_\_\_\_\_ as earnest money to be refunded to me if this application is not accepted within one week.

If accepted, i agree to execute a written lease for said premises, said lease to be in the form customarily used for space in the building in which the premises is located if and when you or the owner request me to do so. If after the acceptance of this application, i fail or refuse to execute a lease requested so to do, the deposit may be retained by you as liquidated damages in payment for your time, effort, and possible loss of rent in processing my inquiry and this application, including making necessary investigation of my character and reputation. I hereby give permission for you to investigate my character and reputation as you see fit.

This application shall be binding upon the owner only when accepted in writing by him or his agent. The delivery of a written lease to the under-signed for signature shall not be construed as an acceptance of this application nor shall any such lease be binding upon the owner until duly executed by him or his agent.

I acknowledge the above facts to be true to the best of my knowledge and it is understood that the foregoing instrument is to form a part of the regular lease, and i further realize that the landlord is leasing same predicated on the above facts supplied by me being true, and should any fact not be true, the landlord may cancel said lease at his option by giving me notice in writing.

No agreements except as contained herein will bind either the undersigned or the owner.

**Please sign here**

x \_\_\_\_\_ Date \_\_\_\_\_

x \_\_\_\_\_ Date \_\_\_\_\_

**OFFICE USE ONLY**

Rent Starts: \_\_\_\_\_ Prorated: \_\_\_\_\_ Move-in Date: \_\_\_\_\_ To Sign Lease: \_\_\_\_\_

Utilities Date: \_\_\_\_\_ Special Clauses: \_\_\_\_\_

Approved By: \_\_\_\_\_ Rejected By: \_\_\_\_\_ Reason: \_\_\_\_\_

Applicant Notified By: \_\_\_\_\_ Date: \_\_\_\_\_