

# Rental Application

SEPARATE APPLICATION REQUIRED FROM EACH APPLICANT AGE 18 OR OLDER

Date and time received by landlord \_\_\_\_\_ Credit Check Fee \_\_\_\_\_ Received \_\_\_\_\_

**This section to be completed by landlord**

Address of Property to Be Rented: \_\_\_\_\_

Rental Term: [ ] month to month [ ] lease from \_\_\_\_\_ to \_\_\_\_\_

Amounts Due Prior to Occupancy: First month's rent \$ \_\_\_\_\_

Security deposit \$ \_\_\_\_\_

Credit-check fee \$ \_\_\_\_\_

Other (specify): \$ \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_

**Applicant**

Full Name—include all names you use(d): \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ FAX: \_\_\_\_\_

*(by providing this fax number I agree to receive facsimile advertisements from the landlord or management company.)*

Social Security Number: \_\_\_\_\_ Driver's License Number/State: \_\_\_\_\_

Other Identifying Information: \_\_\_\_\_

Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ Year: \_\_\_\_\_

License Plate Number/State: \_\_\_\_\_

**Additional Occupants:** *List everyone, including children, who will live with you.*

Full Name Relationship to Applicant

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

**Rental History:** *First-time renters: attach a description of your housing situation for the past five years.*

Current Address: \_\_\_\_\_ Dates Lived at Address: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_ Landlord/Manager: \_\_\_\_\_

Landlord/Manager's Phone: \_\_\_\_\_ Rent: \$ \_\_\_\_\_ Security Deposit: \$ \_\_\_\_\_

Previous Address: \_\_\_\_\_ Dates Lived at Address: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_ Landlord/Manager: \_\_\_\_\_

Landlord/Manager's Phone: \_\_\_\_\_ Rent: \$ \_\_\_\_\_ Security Deposit: \$ \_\_\_\_\_

Previous Address: \_\_\_\_\_ Dates Lived at Address: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_ Landlord/Manager: \_\_\_\_\_

Landlord/Manager's Phone: \_\_\_\_\_ Rent: \$ \_\_\_\_\_ Security Deposit: \$ \_\_\_\_\_

**Employment History:** *Self-employed applicants: attach tax returns for the past two years.*

Name and Address of Current Employer: \_\_\_\_\_

Phone: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_ Supervisor's Phone: \_\_\_\_\_

Dates Employed at This Job: \_\_\_\_\_ Position or Title: \_\_\_\_\_

Name and Address of Previous Employer: \_\_\_\_\_

Phone: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_ Supervisor's Phone: \_\_\_\_\_

Dates Employed at This Job: \_\_\_\_\_ Position or Title: \_\_\_\_\_

*Attach pay stubs for the past two years, from this employer or prior employers.*

**Income:** 1. Your gross monthly employment income (before deductions): \$ \_\_\_\_\_  
 2. Average monthly amounts of other income (specify sources): \$ \_\_\_\_\_  
 TOTAL: \$ \_\_\_\_\_

| <b>Bank/Financial Accounts</b>  | Account Number | Bank/Institution | Branch |
|---------------------------------|----------------|------------------|--------|
| Savings Account                 | _____          | _____            | _____  |
| Checking Account                | _____          | _____            | _____  |
| Money Market or Similar Account | _____          | _____            | _____  |

**Credit Card Accounts**

Major Credit Card:  VISA  MC  Discover Card  Am Ex  Other: \_\_\_\_\_ Balance: \$ \_\_\_\_\_  
 Issuer: \_\_\_\_\_ Account No.: \_\_\_\_\_ Average Monthly Payment: \$ \_\_\_\_\_  
 Major Credit Card:  VISA  MC  Discover Card  Am Ex  Other: \_\_\_\_\_ Balance: \$ \_\_\_\_\_  
 Issuer: \_\_\_\_\_ Account No.: \_\_\_\_\_ Average Monthly Payment: \$ \_\_\_\_\_

**Loans**

| Type of Loan<br>(mortgage, car, student loan, etc.) | Name of Creditor | Account Number | Amount Owed | Monthly Payment |
|-----------------------------------------------------|------------------|----------------|-------------|-----------------|
| _____                                               | _____            | _____          | _____       | _____           |
| _____                                               | _____            | _____          | _____       | _____           |
| _____                                               | _____            | _____          | _____       | _____           |

**Other Major Obligations**

| Type  | Payee | Amount Owed | Monthly Payment |
|-------|-------|-------------|-----------------|
| _____ | _____ | _____       | _____           |
| _____ | _____ | _____       | _____           |

**Miscellaneous**

Describe the number and type of pets you want to have in the rental property: \_\_\_\_\_  
 Describe water-filled furniture you want to have in the rental property: \_\_\_\_\_  
 Do you smoke?  yes  no Have you ever: Filed for bankruptcy?  yes  no How many times \_\_\_\_\_  
 Been sued?  yes  no How many times \_\_\_\_\_ Sued someone else?  yes  no How many times \_\_\_\_\_  
 Been evicted?  yes  no How many times \_\_\_\_\_ Been convicted of a crime?  yes  no How many times \_\_\_\_\_  
 Explain any "yes" listed above: \_\_\_\_\_

**References and Emergency Contact**

Personal Reference: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Personal Reference: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact in Emergency: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_

**Source:** Where did you learn of this vacancy? \_\_\_\_\_

I certify that all the information given above is true and correct and understand that my lease or rental agreement may be terminated if I have made any material false or incomplete statements in this application. I authorize verification of the information provided in this application from my credit sources, current and previous landlords and employers, and personal references. I give permission for the landlord or its agent to obtain a consumer report about me for the purpose of this application, to ensure that I continue to meet the terms of the tenancy, for the collection and recovery of any financial obligations relating to my tenancy, or for any other permissible purpose.

Applicant \_\_\_\_\_ Date \_\_\_\_\_

Notes (Landlord/Manager): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_