

Application For Rental

Each co-applicant over 18 must submit a separate application.
Spouses may submit a joint application.

This Application for Rental is requested to assist the Landlord in connection with the lease of his/her property. Your cooperation is appreciated. This information will be kept in confidence and used only in relation to the lease agreement and in case of emergencies. Please complete fully.

Date: _____ Property address: _____ Move-in date: _____
App. fee \$ _____ Rent \$ _____ Deposit \$ _____

How were you referred? (check one) Rental agency or locator service (name) _____
 Friend Rental guide (name) _____ Newspaper (name) _____
Stopped by Other (please explain) _____

Applicant

Full name (as it appears on driver's license or ID card) _____

Phone # (hm) _____ (wk) _____
Cell # _____
E-Mail Address _____
Street address (as it appears on driver's license or ID card) _____

Driver's license or ID card # and state _____
Former last names (maiden and married) _____
Social Security # _____
Birthdate _____ Height _____ Weight _____
Sex _____ Eye color _____ Hair color _____
Marital Status (check one) single _____ married _____
divorced _____ widowed _____ separated _____

List all residences for at least the last 2 years (start with current residence)

Address _____ Apt. _____
City, State, Zip _____
Move-in date _____ Move-out date _____
Landlord or Manager _____
Their phone _____ Rent \$ _____
Why are you moving? _____

Address _____ Apt. _____
City, State, Zip _____
Move-in date _____ Move-out date _____
Landlord or Manager _____
Their phone _____ Rent \$ _____

Current Employer _____
Address _____
Supervisor's name _____
Their phone _____ Mo. Income \$ _____
Position _____
Length of Employment _____

Previous Employer _____
Address _____
Supervisor's name _____
Their phone _____ Mo. Income \$ _____
Position _____
Dates of Employment (from) _____ (to) _____

Bank where checking account is located _____
Phone # _____ Account # _____
Bank where savings account is located _____
Phone# _____ Account # _____

Co-Applicant

Full name (as it appears on driver's license or ID card) _____

Phone # (hm) _____ (wk) _____
Cell # _____
E-mail Address _____
Street address (as it appears on driver's license or ID card) _____

Driver's license or ID card # and state _____
Former last names (maiden and married) _____
Social Security # _____
Birthdate _____ Height _____ Weight _____
Sex _____ Eye color _____ Hair color _____
Marital Status (check one) single _____ married _____
divorced _____ widowed _____ separated _____

List all residences for at least the last 2 years (start with current residence)

Address _____ Apt. _____
City, State, Zip _____
Move-in date _____ Move-out date _____
Landlord or Manager _____
Their phone _____ Rent \$ _____
Why are you moving? _____

Address _____ Apt. _____
City, State, Zip _____
Move-in date _____ Move-out date _____
Landlord or Manager _____
Their phone _____ Rent \$ _____

Current Employer _____
Address _____
Supervisor's name _____
Their phone _____ Mo. Income \$ _____
Position _____
Length of Employment _____

Previous Employer _____
Address _____
Supervisor's name _____
Their phone _____ Mo. Income \$ _____
Position _____
Dates of Employment (from) _____ (to) _____

Bank where checking account is located _____
Phone # _____ Account # _____
Bank where savings account is located _____
Phone# _____ Account # _____

Application for Rental Concerning _____

(Property Address)

Name of all persons who will be occupying the property without signing the lease:

Name _____ Relationship _____ Age _____ Sex _____
Social Security # _____ Driver's license or ID card # _____

Name _____ Relationship _____ Age _____ Sex _____
Social Security # _____ Driver's license or ID card # _____

Name _____ Relationship _____ Age _____ Sex _____
Social Security # _____ Driver's license or ID card # _____

Will you or the other occupants have a pet? _____ Yes _____ No Number of pets _____
Type _____ Breed _____
Weight _____ Age _____ Gender _____
Neutered? _____ Yes _____ No Declawed? _____ Yes _____ No Rabies shot current? _____ Yes _____ No

List all vehicles to be parked on the property (cars, trucks, trailers, recreational vehicles, motorcycles, boats, etc):

Type _____ Year _____ Make _____ License No./State _____
Type _____ Year _____ Make _____ License No./State _____
Type _____ Year _____ Make _____ License No./State _____

Do you smoke or does any occupant smoke? _____ Yes _____ No
Will any waterbeds or water filled furniture be in the property? _____ Yes _____ No
Have you or your spouse ever owned a home? _____ Yes _____ No
Do you have any other income you want considered? Please explain _____

Write Yes or No: Have you, your spouse, or any occupant ever: been evicted or asked to move out? _____; broken a rental agreement or lease contract? _____; declared bankruptcy? _____; lost property due to foreclosure? _____; been sued for nonpayment of rent? _____; been sued for damage to rental property? _____; been convicted of a felony? _____; received deferred adjudication for a felony? _____; been arrested for a felony which has not been finally adjudicated (by dismissal, acquittal, or conviction)? _____; had any credit problems? _____. If the answer to any of these questions is yes, please explain. _____

In case of emergency, notify (nearest relative, over 18 and not living with you):

Name _____ Address _____
City, State, Zip _____ Home phone _____
Work phone _____ Relationship _____

If you are seriously ill, missing, or in a jail or penitentiary according to an affidavit of the above person, or if you die, you authorize (check all that apply) _____ the above person, _____ your spouse, _____ your parent or child to enter your dwelling to remove all contents, as well as your property in the mailbox, storerooms, and common areas. If no box is checked, any of the above are authorized at our option.

If you are seriously ill or injured, what doctor may we notify? (We are not responsible for providing medical information to doctors or emergency personnel.) Name _____ Phone _____

Applicant does _____ or does not _____ authorize landlord to summon Emergency Medical Service (or its equivalent) at applicant's expense. Landlord is not legally obligated to contact doctors or summon EMS (or its equivalent) in the event of serious injury/ illness.

Important medical information in emergency

Representation: Applicant and Co-applicant represent that the above statements are true and complete. Providing false information is grounds for rejection, termination of lease, and retention of money tendered to Landlord as liquidated damages. Giving false information is a serious criminal offense. In lawsuits relating to the application or Lease Contract, the prevailing party may recover all attorney's fees and litigation costs from the losing party.

Authorization: Applicant and Co-applicant authorize Landlord or Representative to: (1) obtain a copy of any consumer or credit report related to this application; and (2) verify any rental history, employment history, or any other information related to this application; and (3) discuss information in the consumer report with Landlord and/or Representative; and (4) furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, the rules, and financial obligations. Landlord or Representative is not required to reverify or investigate preliminary findings.

This Rental Application and the Lease Contract are binding legal documents when signed. Please read them carefully. Before submitting a Rental Application or signing a Lease Contract, you may take a copy of these documents to review and/or consult an attorney. Additional provisions or changes may be made in the Lease Contract if agreed to in writing by all parties. You are entitled to a copy of the Lease Contract after it is fully signed.

Application Agreement

1. **Application Fee (non-refundable).** You have delivered to our representative an application fee in the amount of \$_____, and this payment partially defrays the cost of administrative paperwork. It is *non-refundable*.

2. **Application Deposit (may or may not be refundable).** In addition to any application fee, you have delivered to our representative an application deposit in the amount of \$_____. *The application deposit is not now considered a security deposit.* It will be either (a) credited to the required security deposit under paragraph 3 below; (b) refunded under paragraph 8 below; or (c) retained by us as liquidated damages under paragraphs 4 or 5 below.

3. **Approval of Application.** If you and all co-applicants have not signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of the approval. The application deposit of all applicants will then be credited toward the required security deposit. The Lease Contract is not considered complete until the Landlord's signature is on it.

4. **If You Fail to Sign Lease After Approval.** You and all co-applicants must sign the Lease Contract within three days after we notify you of your approval in person or by telephone or five days after we mail approval to you. *If you or any co-applicant fails to do so, we may retain the application deposit as liquidated damages, and terminate all further obligations under this Agreement.*

5. **If You Withdraw Before Approval.** Neither the Application nor the application deposit may be withdrawn by you or any co-applicant. *If before signing the Lease Contract, you or any co-applicant withdraws an Application or notifies us that you've changed your mind about renting the dwelling unit, we'll be entitled to retain all application deposits as liquidated damages, and the parties will then have no further obligation to each other.*

6. **Completed Application.** An application will not be considered "completed" and will not be processed until all of the following have been provided to us (unless checked): _____ a separate application has been fully filled out and signed by you and each co-applicant; _____ an application fee has been paid to us; _____ an application deposit has been paid to us. *If no item is checked, all are necessary for the application to be considered completed.*

7. **Non-approval in Seven Days.** We will notify you whether you've been approved within seven days after the date we receive a completed application. Your application will be considered "disapproved" if we fail to notify you of your approval within seven days after we have received a completed application. Notification may be in person or by mail or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval.

8. **Refund After Non-approval.** If you or any co-applicant is disapproved or deemed disapproved under paragraph 7, we'll refund all application deposits within _____ days (not to exceed 30 days; 30 days if left blank) of such disapproval. Refund checks may be made payable to all co-applicants and mailed to one applicant.

9. **Extension of Deadlines.** If the deadline for signing, approving, or refunding under paragraphs 4, 7, or 8 falls on a Saturday, Sunday, or a state or federal holiday, the deadline will be extended to the end of the next day.

10. **Notice to or from Co-applicants.** Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.

11. **Keys or Access Cards.** We'll furnish keys and/or access cards only after; (1) all parties have signed the Lease Contract and other rental documents; and (2) all applicable rents and security deposits have been paid in full.

Applicant's Signature: _____

Date: _____

Co-applicant's Signature: _____

Date: _____