

# 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: \$ \_\_\_\_\_

**Bank/Financial Accounts**

	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: \_\_\_\_\_

Issuer: \_\_\_\_\_ Account No.: \_\_\_\_\_

Balance: \$\_\_\_\_\_ Average Monthly Payment: \$\_\_\_\_\_

Major Credit Card:  VISA  MC  Discover Card  Am Ex  
 Other: \_\_\_\_\_

Issuer: \_\_\_\_\_ Account No.: \_\_\_\_\_

Balance: \$\_\_\_\_\_ Average Monthly Payment: \$\_\_\_\_\_

**Loans**

Type of Loan (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: \_\_\_\_\_

Address: \_\_\_\_\_  
                  \_\_\_\_\_

Phone: \_\_\_\_\_

Personal Reference: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Contact in Emergency: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

**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):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_