

# RENTAL APPLICATION

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The following is the basis we will use to consider your rental application. Please read it carefully and sign where indicated.

## Application Requirements

Every adult must submit a fully completed, dated and signed residency application and fee. Applicant must provide a state issued photo identification card or a driver's license, and a social security card. A non-refundable application fee of \$ 0 will be required for all adult applicants.

## Total Household Income

We will verify your income. Applicants must have a combined (after tax) income of at least three times the monthly rent. Self-employed applicants may be required to produce tax returns and/or bank statements. Non-employed applicants must provide proof of income. We reserve the right to require a co-signer.

## Credit Reporting

We will obtain your credit report(s). Credit history must demonstrate appropriate care and concern for all financial obligations. Our policy is to report all debts to credit reporting agencies.

## Rental History

We will contact your previous landlord(s). Rental history must reflect timely payment of rent, no complaints regarding noise, disturbance or illegal activities, proper notice to vacate, and only normal "wear & tear" to the property upon vacating.

## Criminal History

We will search criminal records. These records must show:

- No Felony convictions within 5 years.
- No Misdemeanor convictions within 1 years.
- No sexual offenses ever.

## Pet Policy

- No pets of any kind are permitted without specific written permission of landlord.
- Properly identified, trained, and managed pets may be allowed in certain properties. Additional rent and/or deposits will apply. Pet rent and/or deposits may be waived for medically necessary pets.

## Occupancy Requirements

The number of occupants must be in compliance with general HUD standards and guidelines for the applied for unit.

- No more than 2 persons may occupy a 1 bedroom dwelling,
- No more than 4 persons may occupy a 2 bedroom dwelling,
- No more than 6 persons may occupy a 3 bedroom dwelling,
- No more than 8 persons may occupy a 4 bedroom dwelling,

## Copy of Lease

You are entitled to an advanced copy of the lease which will be executed if your rental application is approved.

## No Verbal Agreements

Any agreements must be in writing and signed by both parties.

By signing below, I indicate that I have read agree to the rental agreements.

_____	____/____/____
Applicant	Date
_____	____/____/____
Landlord	Date

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One person only per application

APPLICANT NAME \_\_\_\_\_ Sex \_\_\_\_ Marital Status \_\_\_\_\_  
Date of Birth \_\_\_/\_\_\_/\_\_\_ SSN \_\_\_--\_\_\_--\_\_\_ Driver's License \_\_\_\_\_ State \_\_\_\_

PRESENT ADDRESS \_\_\_\_\_  
City \_\_\_\_\_ State \_\_ ZIP \_\_\_\_\_ Move In \_\_\_/\_\_\_/\_\_\_ Moved Out \_\_\_/\_\_\_/\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Landlord \_\_\_\_\_ Phone \_\_\_\_\_ Why Move? \_\_\_\_\_

PREVIOUS ADDRESS \_\_\_\_\_  
City \_\_\_\_\_ State \_\_ ZIP \_\_\_\_\_ Move In \_\_\_/\_\_\_/\_\_\_ Moved Out \_\_\_/\_\_\_/\_\_\_  
Landlord \_\_\_\_\_ Phone \_\_\_\_\_ Why Move? \_\_\_\_\_

PRESENT EMPLOYER \_\_\_\_\_  
Occupation \_\_\_\_\_ Supervisor \_\_\_\_\_ Phone \_\_\_\_\_  
How long employed \_\_\_\_\_ Monthly Income After Taxes \$ \_\_\_\_\_

PREVIOUS EMPLOYER \_\_\_\_\_  
Occupation \_\_\_\_\_ Supervisor \_\_\_\_\_ Phone \_\_\_\_\_  
How long employed \_\_\_\_\_ Monthly Income After Taxes \$ \_\_\_\_\_

- Have you ever had an eviction filed against you? .....  Yes  No  
Have you ever been asked to leave by your current or former landlord ? .....  Yes  No  
Have you ever broken a rental or lease agreement? .....  Yes  No  
Have you or any occupants ever been arrested for, convicted of, put on probation for,  
had adjudication withheld or deferred for a misdemeanor or felony offence? .....  Yes  No  
Do you have any pets or do you plan to acquire any? .....  Yes  No  
Do you or any occupants consume tobacco products of any kind? .....  Yes  No  
Do you or any occupants own any liquid furniture? .....  Yes  No

Applicant represents that all of the statements and representations are true and complete, and hereby, authorizes verification of the above information, references and credit records. Applicant understands that an investigative consumer report including information about character, credit history, general reputation, personal characteristics, mode of living, and all public record information including criminal records may be made. Applicant agrees that false, misleading or misrepresented information may result in the application being rejected, will void a lease/rental agreement if any and/or be grounds for immediate eviction with loss of all deposits and any other penalties as provided by the lease terms if any. Applicant authorizes verification of all information by the Landlord and or Management Company. Applicant has the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation. **NON REFUNDABLE APPLICATION FEE**--Applicant(s) has paid to Landlord and/or Management Company herewith the sum of \$ 0 as a **NON REFUNDABLE APPLICATION FEE** for costs, expenses and fees in processing the application.

**RENTAL DEPOSIT AGREEMENT** --Applicant has deposited an "RENTAL DEPOSIT" of \$ \_\_\_\_\_ in consideration for taking the dwelling off the market while the application is being processed. If applicant is approved by Landlord and/or Management and the lease is entered into and possession of the apartment is taken **the "RENTAL DEPOSIT" shall be applied toward the security/damage deposit.** If applicant is approved, but fails to enter into the lease within 3 days of verbal and/or written approval and/or take possession after lease signing, the **FULL "RENTAL DEPOSIT"** shall be forfeited to the Landlord or Management in addition to any penalties as provided in the lease if the lease has been signed by the applicant. The "RENTAL DEPOSIT" shall be refunded only if applicant is not approved. Keys will be furnished only after lease and other rental documents have been properly executed by all parties and only after applicable rentals and security deposits have been paid. This application is preliminary only, in no way implies that a particular rental unit shall be available and in no way obligates Landlord or Management to execute a lease or deliver possession of the proposed premises.

X \_\_\_\_\_ /\_\_\_\_\_/\_\_\_\_\_  
**Applicant** **Date**  
X \_\_\_\_\_ /\_\_\_\_\_/\_\_\_\_\_  
Landlord Date

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## **LIST ALL PERSONS TO OCCUPY THE PREMISES.**

*(ONLY THESE PERSONS WILL BE PERMITTED RESIDENCE)*

Name _____	Age ____	Relationship _____
Name _____	Age ____	Relationship _____
Name _____	Age ____	Relationship _____
Name _____	Age ____	Relationship _____
Name _____	Age ____	Relationship _____

## **LIST ALL VEHICLES TO BE PRESENT ON THE PREMISES.**

*(ONLY THESE WILL BE PERMITTED)*

AUTOS & MOTORCYCLES				
Make _____	Model _____	Color _____	Year ____	Tag No _____
Make _____	Model _____	Color _____	Year ____	Tag No _____

## **PERSONAL REFERENCES – IN CASE OF EMERGENCY**

Family Attorney: _____	Phone _____	
Name _____	Phone _____	Relationship _____
Name _____	Phone _____	Relationship _____
Name _____	Phone _____	Relationship _____