



# RENTAL APPLICATION

PHOTO ID VERIFIED  SOCIAL SECURITY NUMBER VERIFIED

Complete Application Received date \_\_\_\_\_ time \_\_\_\_\_ **MUST BE COMPLETED BY EACH ADULT APPLICANT.** INCOMPLETE APPLICATIONS, MISSING OR FALSE INFORMATION WILL RESULT IN A DENIAL. PLEASE READ RENTAL CRITERIA BEFORE YOU APPLY.

(MANAGER)

Property \_\_\_\_\_ State \_\_\_\_\_ Property # \_\_\_\_\_  
Co-Signer (if applicable) \_\_\_\_\_  
Apartment/Garage # \_\_\_\_\_ # of Bedrooms \_\_\_\_\_ Monthly rent \_\_\_\_\_ Move-In \_\_\_\_\_  
If being added as a roommate, current resident's name \_\_\_\_\_

(APPLICANT)

Lease Term: \_\_\_\_\_ Applicant Type:  Applicant  Foreign Applicant  Transfer  
 Co-Applicant  Roommate  Co-signer  
Applicant Name \_\_\_\_\_ Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ Email \_\_\_\_\_  
SS# \_\_\_\_\_ Birthdate / / \_\_\_\_\_ Drivers License # \_\_\_\_\_ State \_\_\_\_\_  
**Current Address Information**  
Name of Apartment \_\_\_\_\_ Apt. # \_\_\_\_\_ Dates of Residency \_\_\_\_\_  
Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Current Landlord Name \_\_\_\_\_ Phone # \_\_\_\_\_ Have you given notice to vacate?  
Currently  Rent  Own  On Rental Agreement

Cities, Counties & States you have lived in the past 7 years \_\_\_\_\_

Do you have a Section 8 voucher?  Yes  No If "yes," what is the dollar amount? \_\_\_\_\_

(If Section 8) Caseworker Name \_\_\_\_\_ Phone # \_\_\_\_\_ (send voucher with application)

Have you ever been evicted?  Yes  No When? \_\_\_\_\_

Have you or any person who will be occupying the unit **ever** been convicted, pled guilty or no-contest to any crime?  
 Yes  No Who? \_\_\_\_\_ When? \_\_\_\_\_ County/State \_\_\_\_\_

Details \_\_\_\_\_

**Current Employer** \_\_\_\_\_ Supervisor \_\_\_\_\_

Position \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Dates of employment \_\_\_\_\_

Payroll phone # \_\_\_\_\_ ID release # for information (optional) \_\_\_\_\_

Monthly Gross Income \$ \_\_\_\_\_ Other income \_\_\_\_\_ Specify \_\_\_\_\_

How did you hear about us?  Apartment Finder  Apartment Guide/Apartment Guide.com  Apartments.com  
 Banners/Signs  Current resident referral  Drive by  Flyers  
 For Rent/For Rent.com  Guardian website  Housing Authority referral  Housing Connections  
 Newspaper  Other referral  Rent.com  RentNet.com

Why are you leaving your current residence? \_\_\_\_\_

Do you intend to have a pet? \_\_\_\_\_

Name(s) and birthdate(s) of those who will be living with you \_\_\_\_\_

Auto Make/Year/License # \_\_\_\_\_

**Emergency Contact**  
Name \_\_\_\_\_ Address \_\_\_\_\_ Phone # \_\_\_\_\_

**Emergency Contact**  
Name \_\_\_\_\_ Address \_\_\_\_\_ Phone # \_\_\_\_\_

The undersigned authorize Guardian Management LLC or any screening service to contact my present and previous landlords, my credit references and employers (as listed above) and any credit reporting agency. It is understood and agreed that the sum paid at the time of application will be used as follows: A screening fee will be retained by the landlord as payment for the cost of application screening. Applicant screening entails the checking of your credit, income and other criteria for residency. As part of the application process, Landlord may obtain an Investigative Consumer Report which may include information on your character, general reputation, personal characteristics and mode of living. You have a right to request a written summary of your rights under the Federal Fair Credit Act as well as a complete and accurate disclosure of the nature and scope of the investigation requested. The request should be made to the Landlord or the credit reporting firm listed on the Criteria for Residency. You have the right to dispute the accuracy of any information provided to the landlord by the screening service or credit reporting agency. The name and address of the screening company can be obtained from either the Criteria for Residency form or the manager. Applicant's copy of this application shall be the receipt for the screening fee. **If this application is approved, applicants will have 72 hours from the time of notification to return to execute a Rental Agreement and to pay the amount due.** If applicants fail to execute a rental agreement and to pay the amount due within that time, they will be deemed to have refused the unit and the next application for the unit will be processed. Landlord shall have no liability to applicant until such time as a rental agreement is signed by both parties. I/we understand that giving incomplete or false information is grounds for rejection of this application. If any information supplied on this application is later found to be false, this will be grounds for termination of tenancy. Applicant acknowledges receipt of a copy of the Criteria for Residency. The information contained in this application is true and complete.

Applicant X \_\_\_\_\_

Manager X \_\_\_\_\_

### GOOD FAITH ESTIMATE

Approximate number of units currently available, or will in the foreseeable future be available, of the size and in the area requested by Applicant: \_\_\_\_\_ units

Approximate number of applications previously accepted and currently under consideration for those units: \_\_\_\_\_ applications

If the blanks above are not filled in, then there is at least one unit available and there are no applications ahead of yours currently under consideration.

**RECEIPT**  cash  check # \_\_\_\_\_ m/o

Screening charges. . . . . \$ \_\_\_\_\_