

# RENTAL APPLICATION

Applicant

*FIRST* \_\_\_\_\_ *MIDDLE* \_\_\_\_\_ *LAST* \_\_\_\_\_  
Date of Birth \_\_\_\_\_ SS# \_\_\_\_\_ DL#/State \_\_\_\_\_

Spouse

*FIRST* \_\_\_\_\_ *MIDDLE* \_\_\_\_\_ *LAST* \_\_\_\_\_  
Date of Birth \_\_\_\_\_ SS# \_\_\_\_\_ DL#/State \_\_\_\_\_

Other Occupants:

1) \_\_\_\_\_ Relationship \_\_\_\_\_ DOB \_\_\_\_\_  
2) \_\_\_\_\_ Relationship \_\_\_\_\_ DOB \_\_\_\_\_  
3) \_\_\_\_\_ Relationship \_\_\_\_\_ DOB \_\_\_\_\_  
4) \_\_\_\_\_ Relationship \_\_\_\_\_ DOB \_\_\_\_\_

Present Address \_\_\_\_\_

How Long \_\_\_\_\_ Rent/Mortgage \_\_\_\_\_ Mortgage Company \_\_\_\_\_  
Apt Community/Landlord \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Previous Address \_\_\_\_\_

How Long \_\_\_\_\_ Rent/Mortgage \_\_\_\_\_ Mortgage Company \_\_\_\_\_  
Apt Community/Landlord \_\_\_\_\_ Phone ( ) \_\_\_\_\_

## EMPLOYMENT

Applicant's Employer \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Address \_\_\_\_\_

How long? \_\_\_\_\_ Position \_\_\_\_\_ Annual Income \_\_\_\_\_

Previous Employer: \_\_\_\_\_  
Address \_\_\_\_\_

How long? \_\_\_\_\_ Position \_\_\_\_\_ Annual Income \_\_\_\_\_

Spouse's Employer \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Address \_\_\_\_\_

How long? \_\_\_\_\_ Position \_\_\_\_\_ Annual Income \_\_\_\_\_

Previous Employer: \_\_\_\_\_  
Address \_\_\_\_\_

How long? \_\_\_\_\_ Position \_\_\_\_\_ Annual Income \_\_\_\_\_

## SELF EMPLOYED INFORMATION

Name of Business \_\_\_\_\_ (Corporation/Partnership/Other \_\_\_\_\_)  
Address \_\_\_\_\_ Phone ( ) \_\_\_\_\_

## EMERGENCY CONTACT

(Contact person in case of personal emergency – someone not living with you)

Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone ( ) \_\_\_\_\_ Home Phone ( ) \_\_\_\_\_

**AUTOMOBILES**

Auto Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ State/Tag# \_\_\_\_\_  
Auto Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ State/Tag# \_\_\_\_\_

If you own a recreational vehicle, please describe \_\_\_\_\_

**IMPORTANT TO APPLICANT**

1. Are you a pet owner? \_\_\_\_\_ Type/Breed \_\_\_\_\_ Weight \_\_\_\_\_ Age \_\_\_\_\_  
*No animal is allowed on the premises without prior written consent from management.*
2. Do you have renter's insurance? \_\_\_\_\_ Company \_\_\_\_\_
3. Prorated rent, if applicable, is due at lease signing. Move-ins the 25<sup>th</sup> or later of the month require payment of prorated rent as well as the full month's rent. Security deposit is due at lease signing.
4. The lease effective date is final. If the applicant fails to move-in on the specified date, the proration of rent is still due.

**APPLICATION POLICY**

**Income:** Income and employment will be verified on each applicant and/or guarantor, if applicable. Monthly income must meet the minimum of three times the monthly rent for which the application is submitted.

**Rental History:** Two (2) years of residential history will be verified on each applicant and/or guarantor, if applicable. Applicant's name must have been on the lease/mortgage for any reference to be considered. Rental references should reflect the applicant's ability and willingness to comply with Lease terms and all community policies and guidelines. Lack of rental history may require additional deposit and/or guaranty.

**Credit:** Credit information on each applicant and guarantor, if applicable, will be obtained through one or more consumer reporting agencies. Credit history should positively reflect the applicant's and/or guarantor's, if applicable, ability and willingness to make payments as required by the Lease. Lack of credit history may require additional deposit and/or guaranty.

**Public Records/Criminal Background:** A public records search will be conducted on each adult occupant. Any one or more the following will result in automatic denial of the application.

- Any felony including conviction, probation, deferred adjudication, court-ordered intervention program and/or pending cases.
- All misdemeanors convictions, probation, deferred adjudication, court-ordered intervention program and pending cases for sexual misconduct.
- <sup>1/09</sup> All misdemeanors including convictions, probation, deferred adjudication, court-ordered intervention programs and pending cases for the following types of misdemeanors: illegal possession, manufacture, sale, and/or distribution of a controlled substance; or involving a physical crime against a person or persons and/or another person's property with less than seven (7) years time lapse since date of sentence completion.

**SIGNATURE OF ALL ADULTS TO APPEAR ON LEASE**

I CERTIFY THE INFORMATION PROVIDED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE INQUIRES TO BE MADE BY ALL AVAILABLE MEANS TO VERIFY THE STATEMENTS ABOVE. THIS WOULD INCLUDE, BUT NOT BE LIMITED TO, CONSUMER REPORTING AGENCIES, PUBLIC RECORDS, CRIMINAL BACKGROUND CHECKS, CURRENT AND PREVIOUS RENTAL/MORTGAGE REFERENCES, EMPLOYERS AND PERSONAL REFERENCES.

1. Signature \_\_\_\_\_  
Contact Phone ( ) \_\_\_\_\_ Email Address \_\_\_\_\_
2. Signature \_\_\_\_\_  
Contact Phone ( ) \_\_\_\_\_ Email Address \_\_\_\_\_