

## **RENTAL APPLICATION**

### **(FILL IN ALL SPACES)**

1. Name \_\_\_\_\_ Married \_\_\_\_\_ Single \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Present Phone No. ( \_\_\_\_\_ ) \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_
2. Information about other occupants. (Separate application required for all adults except spouse):  
Name Relationship Age (if under 18) Soc. Sec. No.  
a. \_\_\_\_\_  
b. \_\_\_\_\_  
c. \_\_\_\_\_
3. Will a pet or assistive animal of any type live in your apartment? Yes ☐ No ☐ If yes, please describe:  
Type \_\_\_\_\_ Weight (Full Grown) \_\_\_\_\_ Spayed/Neutered \_\_\_\_\_ Licensed/Date \_\_\_\_\_
4. Residence Information:  
Current Residence:  
Address \_\_\_\_\_ Apt. No. \_\_\_\_\_ City/State \_\_\_\_\_  
Zip Code \_\_\_\_\_  
How Long \_\_\_\_\_ Years \_\_\_\_\_ Mos. Name of Landlord \_\_\_\_\_ Landlord Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
If less than two years at your present address, list previous addresses below:  
Former Residence:  
Address: \_\_\_\_\_ Apt No. \_\_\_\_\_ City/State \_\_\_\_\_  
Zip Code \_\_\_\_\_  
How Long \_\_\_\_\_ Years \_\_\_\_\_ Mos. Name of Landlord \_\_\_\_\_ Landlord Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
If less than two years at your present address, list previous addresses below:  
Former Residence:  
Address: \_\_\_\_\_ Apt No. \_\_\_\_\_ City/State \_\_\_\_\_  
Zip Code \_\_\_\_\_  
How Long \_\_\_\_\_ Years \_\_\_\_\_ Mos. Name of Landlord \_\_\_\_\_ Landlord Phone ( \_\_\_\_\_ ) \_\_\_\_\_
5. Employed by \_\_\_\_\_ Address \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Position \_\_\_\_\_ How Long \_\_\_\_\_ Years \_\_\_\_\_ Mos.  
Supervisor's Name \_\_\_\_\_ Phone Number ( \_\_\_\_\_ ) \_\_\_\_\_ Your Monthly Income \_\_\_\_\_  
Other Source of Income for Rental Payment \_\_\_\_\_  
If less than two years at you present employer, list previous employers below :  
Former Employer \_\_\_\_\_ Address \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Position \_\_\_\_\_ How Long \_\_\_\_\_ Years \_\_\_\_\_ Mos.  
Supervisor's Name \_\_\_\_\_ Phone Number ( \_\_\_\_\_ ) \_\_\_\_\_ Your Monthly Income \_\_\_\_\_  
Former Employer \_\_\_\_\_ Address \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Position \_\_\_\_\_ How Long \_\_\_\_\_ Years \_\_\_\_\_ Mos.  
Supervisor's Name \_\_\_\_\_ Phone Number ( \_\_\_\_\_ ) \_\_\_\_\_ Your Monthly Income \_\_\_\_\_
6. Spouse or Other Occupant's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_  
(Maiden Name If Married Less Than Two Years)  
Employed by \_\_\_\_\_ Address \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Position \_\_\_\_\_ How Long \_\_\_\_\_ Years \_\_\_\_\_ Mos.  
Supervisor's Name \_\_\_\_\_ Phone Number ( \_\_\_\_\_ ) \_\_\_\_\_ Your Monthly Income \_\_\_\_\_  
Former Employer \_\_\_\_\_ Address \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Position \_\_\_\_\_ How Long \_\_\_\_\_ Years \_\_\_\_\_ Mos.  
Supervisor's Name \_\_\_\_\_ Phone Number ( \_\_\_\_\_ ) \_\_\_\_\_ Your Monthly Income \_\_\_\_\_
7. Your Bank (s): Name Acct. No. Savings/Checking Branch Address  
\_\_\_\_\_  
\_\_\_\_\_
8. Credit References (Bank Cards, Credit Cards, Charge Accounts)  
Type Bank/Store Company Card Account Exp. Date  
Bank Card \_\_\_\_\_  
Other \_\_\_\_\_  
Other \_\_\_\_\_
9. Your Driver's License No. \_\_\_\_\_ State \_\_\_\_\_ Exp. Date \_\_\_\_\_

Spouse's Driver's License No. \_\_\_\_\_ State \_\_\_\_\_ Exp. Date \_\_\_\_\_

Vehicles You Would Like to Park on Property:

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ License Plate No. \_\_\_\_\_ State \_\_\_\_\_

Auto \_\_\_\_\_

Auto \_\_\_\_\_

Motorcycle \_\_\_\_\_

Description of any other vehicle (boat, trailer, truck, recreational vehicle etc.) you would like to keep on property.

Prior written permission separate from this application must be obtained from management.

Other Vehicle: Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ License Plate No. \_\_\_\_\_ State \_\_\_\_\_

10. Have you or your spouse/roommate ever been evicted? Yes ☐ No ☐ Declared Bankruptcy? Yes ☐ No ☐

Do you use illegal drugs? Yes ☐ No ☐ Do you engage in the distribution or sale of illegal drugs? Yes ☐ No ☐

Have you ever been convicted of a felony or any crime related to harm caused to a person or property, including but not limited to arson, assault, intimidation, sex crimes, drug-related offenses, theft, dishonesty, prostitution, obscenity and related violations? Yes ☐ No ☐

If yes, please explain the reason \_\_\_\_\_

11. Do you have any outstanding warrants for your arrest? Yes ☐ No ☐

12. Do you have a waterbed? Yes ☐ No ☐ Do you have waterbed insurance? Yes ☐ No ☐

13. Person (s) to notify and person you authorize to take possession of your personal property in Case of Emergency.

For Applicant

For Co-Applicant

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_

City/State \_\_\_\_\_

Work Phone \_\_\_\_\_ Home \_\_\_\_\_

Work Phone \_\_\_\_\_ Home \_\_\_\_\_

*Note:* Management is not responsible for damage to residents' property unless caused by negligence on the part of management or an employee of management. Residents are strong advised to obtain renters insurance to cover loss or damage to their property!

### DEPOSIT TO HOLD AGREEMENT

(To be completed on one Application per apartment only)

In consideration of management holding the apartment for me, I agree to pay a holding deposit of \$ \_\_\_\_\_ and a \$ \_\_\_\_\_ non-refundable fee for administrative processing. The holding deposit is refundable if my Application is not approved (14 day delay required for bank clearance of check). If my Application is approved, the holding deposit is credited to the required move-in costs. I may cancel this agreement and be refunded my holding deposit (14 day delay required for bank clearance of check) by notifying you of my decision to cancel by 5 p.m. on \_\_\_\_\_ 20\_\_\_\_. Cancellation after this time will result in forfeiture of my holding deposit. I must pay rent on or before my rents start date or my holding deposit will be forfeited and the apartment rented. (I understand that Management and Management's employees are agents of and represent the owner.)

### RENTAL AGREEMENT INFORMATION

Apt # \_\_\_\_\_ Type \_\_\_\_\_ Furn \_\_\_\_\_ Unfurn \_\_\_\_\_ Partial \_\_\_\_\_ Agreement Length \_\_\_\_\_ Rent Start/End Date \_\_\_\_\_

MONTHLY RENTAL CHARGED

Utilities Paid By: Res \_\_\_\_\_ Owner \_\_\_\_\_

Rent \_\_\_\_\_

Non-Refundable Preparation Charge \_\_\_\_\_

Pet Rent \_\_\_\_\_

Non-Refundable Pet Sanitizing Charge \_\_\_\_\_

Other \_\_\_\_\_

Pet Deposit \_\_\_\_\_

Total Monthly Rent \_\_\_\_\_

Security Deposit \_\_\_\_\_

Rental Concessions at Move-In \_\_\_\_\_

First Month Rent \_\_\_\_\_

Sales Tax \_\_\_\_\_

City Sales Tax \_\_\_\_\_

(Subject to change during lease term)

TOTAL MONTHLY CHARGES \_\_\_\_\_

Less Holding Deposit \_\_\_\_\_

TOTAL DUE AT MOVE-IN \_\_\_\_\_

Applicant represents that all of the above statements are true and complete and hereby authorizes verification of above information, references and credit records. Applicant acknowledges that false information contained herein constitutes grounds for rejection of this application if discovered before move-in. Applicant acknowledges that management may not be able to complete a comprehensive evaluation of this Agreement before move in. Management reserves the right to verify application information after move-in and may convert the proposed Rental Agreement to a month-to-month term due to false or misleading information contained in this application. Applicant agrees to the terms of the "Deposit To Hold Agreement". This application is preliminary only and does not obligate owner or owner's representative to execute a lease or deliver possession of the proposed premises.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_ Management's Receipt \_\_\_\_\_ Date \_\_\_\_\_

Co-Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_