

RENTAL APPLICATION

APPLICANT AND OCCUPANT INFORMATION

Applicant #1	Last Name	First Name	Middle Name
	SSN	Date of Birth	
Applicant #2	Last Name	First Name	Middle Name
	SSN	Date of Birth	
Other Occupants	Name	SSN	Date of Birth
	Name	SSN	Date of Birth
	Name	SSN	Date of Birth

RESIDENCE HISTORY

CURRENT	Street	Apt#	City/ST/ZIP	
ADDRESS	Phone	From	To	Monthly Rent
Landlord Name		Address		Phone
PREVIOUS	Street	Apt#	City/ST/ZIP	
ADDRESS	Phone	From	To	Monthly Rent
Landlord Name		Address		Phone

EMPLOYMENT INFORMATION

#1 APPLICANT Current Employer	Occupation	Supervisor		
	Employer Name	From	To	Take-Home <input type="checkbox"/> Week <input type="checkbox"/> 2 Week <input type="checkbox"/> Month
	Address			
#1 APPLICANT PREVIOUS Employer	Occupation	Supervisor		
	Employer Name	From	To	Take-Home <input type="checkbox"/> Week <input type="checkbox"/> 2 Week <input type="checkbox"/> Month
	Address			
#1 APPLICANT Other Income	Source	Take-Home <input type="checkbox"/> Week <input type="checkbox"/> 2 Week <input type="checkbox"/> Month		
#2 APPLICANT Current Employer	Occupation	Supervisor		
	Employer Name	From	To	Take-Home <input type="checkbox"/> Week <input type="checkbox"/> 2 Week <input type="checkbox"/> Month
	Address			
#2 APPLICANT PREVIOUS Employer	Occupation	Supervisor		
	Employer Name	From	To	Take-Home <input type="checkbox"/> Week <input type="checkbox"/> 2 week <input type="checkbox"/> month
	Address			
#2 APPLICANT Other Income	Source	Amount <input type="checkbox"/> Week <input type="checkbox"/> 2 Week <input type="checkbox"/> Month		

BANK ACCOUNT REFERENCE

APP. #	BANK NAME	PHONE	ACCOUNT #	BALANCE

CREDITOR REFERENCE

APP. #	CREDITOR NAME	PHONE	ACCOUNT #	BALANCE

VEHICLE INFORMATION

APP #	LICENSE #	YEAR & MANUFACTURER	MODEL	COLOR	BANK/FINANCE CO

EMERGENCY INFORMATION AND ACCESS

Name	Address	Phone
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Emergency Access Allowed? YES NO *Initials:*

IN AN EMERGENCY, SUCH AS DEATH, SERIOUS ILLNESS OR HOSPITALIZATION, ACCESS TO THE RENTAL UNIT WILL BE ALLOWED TO THE PERSON DESIGNATED, UNLESS YOU NOTIFY US OTHERWISE IN WRITING.

CIVIL/CRIMINAL BACKGROUND

Has any applicant or proposed occupant ever been convicted of:

- A FELONY? YES* NO Explain all *YES
 A MISDEMEANOR involving Theft or Violence? YES* NO Answers on a
 Driving while Intoxicated (DUI/DWI)? YES* NO separate sheet

Has anyone obtained a CIVIL JUDGMENT (money or rent) against any applicant or occupant? YES* NO

Our Application Fee is **\$32.00** and *is not refundable*. We may also ask for additional fees for actual cost of credit and background verifications.

If your application is approved, you will have two business days to come to the rental office, sign the lease and all other related forms, and pay your security deposit. If you do not do so within that time, the unit will be made available to the next qualifying applicant.

We certify that all information on the rental application is true and correct to the best of our knowledge. We understand that Landlord may refuse to rent to us or may terminate the lease immediately if we provided any false information, and this application is part of our lease agreement.

We authorize investigation of our credit, including credit bureau reports, and the free and complete release of all information to the Landlord about our employment, rental and credit history from any source whatsoever, and we agree to hold harmless anyone who so responds in good faith. *A photocopy or facsimile of this authorization & application shall be accepted as an original.*

All **Applicants** and **Occupants** over the age of 18 must sign this application

DATE	SIGNATURE(S)

Revision Notes:

Form revised to incorporate changes in 2008 Acts Assembly ch 489.

Application fee can be \$50, unless property is "HUD-subsidized". Therefore, the fee in this form is left at \$32. NOT INCLUDED in the "Application Fee" is out of pocket costs for credit and background checks. If you know what those are, you can add them at time of application – have a written list for the tenant.