RESIDENTIAL RENTAL APPLICATION

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| --- |
| You are applying to lease an Apartment from us. Please fill out this Application fully and completely. We are relying on the accuracy of the information in your Application in deciding whether to Lease an apartment to you. Filling out this Application does not commit you to rent an Apartment from us & our consideration of your Application does not commit us to rent an Apartment to you. There is no agreement to rent an Apartment unless and until a Lease with all the rental terms & conditions is signed by you & then us. Until signed, either of us may choose not to enter a Lease. |

**Personal Information**

|  |  |
| --- | --- |
| Full Name (First, Middle Last) | Cell # |
|  |  |
| Driver’s License/State ID (State | Number) | Social Security # |
|  |  |
| Birth Date | Email Address |
|  |  |

**Lease Objectives**

|  |  |  |  |
| --- | --- | --- | --- |
| Ideal Move-In Date | Earliest Move-In Date | Latest Move-in Date | Desired Lease duration |
|  |  |  |  |

***Other Occupants***

List below all other people who would occupy the apartment with you (such as spouse, partner, friend, child, roommate) full or part time. All adult occupants must complete a separate Application and, if a Lease is entered, must be a Co-Tenant on the Lease.

|  |  |
| --- | --- |
| Number of people (including yourself) who will live in the apartment full or part time: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name (First, Middle, Last) | Relationship to you | Full or Part Time Occupant | Birth Date |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Residential History**

Please list the current address where you reside or stay & your most recent prior addresses.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Current Address | Previous Address | Previous Address |
| Street Address / Unit # |  |  |  |
| City / State / Zip |  |  |  |
| How long did you reside at this address? |  |  |  |
| Did you rent, own or have other arrangement? |  |  |  |
| Name of Landlord/Property Owner/Manager (or your  Mortgage Lender if owned) |  |  |  |
| Phone number of Landlord/ Owner, Manager or Lender |  |  |  |
| Amount of monthly rent or mortgage payment |  |  |  |
| Have you missed or been late with any rent or mortgage payment? |  |  |  |
| Reason for moving from this address |  |  |  |

**Personal Financial Information**

***Current Employment***

|  |  |  |
| --- | --- | --- |
|  | Current Employer | Other Current Employer  (if you have more than 1 job currently) |
| Name of Employer |  |  |
| Employer’s Address |  |  |
| Your Job/Position |  |  |
| How long have you worked for this Employer |  |  |
| Is this Full or Part Time? State hours worked per week |  |  |
| Amount of Take-Home Pay  (Weekly/Bi-Weekly/Monthly) |  |  |
| Name of Supervisor |  |  |
| Employer’s/Supervisor’s Phone # |  |  |
| Supervisor’s email address |  |  |

***Prior Employment History (last 5 Years)***

|  |  |  |  |
| --- | --- | --- | --- |
|  | Previous Employer | Previous Employer | Previous Employer |
| Name of Employer |  |  |  |
| Employer’s Address |  |  |  |
| Your Job/Position |  |  |  |
| Dates of Employment (From/To) |  |  |  |
| Was this Full or Part Time? State hours worked per week |  |  |  |
| Amount of Take-Home Pay  (Weekly/Bi-Weekly/Monthly) |  |  |  |
| Name of Supervisor |  |  |  |
| Employer’s/Supervisor’s Phone # |  |  |  |
| Supervisor’s email address |  |  |  |

***Other Income Sources***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type | Monthly Income | Source/Provider | Address | Phone # |
|  |  |  |  |  |
|  |  |  |  |  |

***Personal Financial Snapshot***

|  |  |  |  |
| --- | --- | --- | --- |
| Total Monthly Income | Total Monthly Debt Payments | Stable Savings Held | Your Credit Score  (Experian, Credit Karma, etc) |
|  |  |  |  |
| If you would like, you may provide more detail to clarify your financial situation | | | |
|  | | | |

**Background Detail**

We require a Credit/Criminal/Background Report from ***TransUnion SmartMove*** as part of our consideration of this Application. Please clarify all legal, criminal, bankruptcy, eviction or similar background incidents that will show up on your Report to avoid surprises. This will allow pre-screening and possibly save you the cost of the ***SmartMove*** Report (presently $40) if there is any incident that would be disqualifying. *Use boxes below to explain clarify each incident. Provide additional sheets if necessary.*

|  |  |  |
| --- | --- | --- |
| Incident | Incident Date/Time Period | Incident Status |
|  |  |  |
| Incident Details | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| Incident | Incident Date/Time Period | Incident Status |
|  |  |  |
| Incident Details | | |
|  | | |

**Pets/Service Animals (If applicable)**

While we love animals, this property & apartments are not well suited for keeping pets and, as such, pets are not allowed to be kept on the property. We do allow a properly & legitimately certified service animal that is required due to a documented disability. Provide all documentation with this Application. Any service animal must be disclosed in this section. You will be responsible for all damage and cleaning costs resulting from any service animal (or unauthorized pet/animal kept on the premises) which may exceed the amount of your security deposit. We reserve the right to assess a pre-paid non-refundable cleaning fee and/or additional security deposit. Unauthorized or undisclosed animals kept on the premises would be considered a breach of your Lease.

|  |  |  |
| --- | --- | --- |
| Service Animal Type (dog, cat, etc.) | Service Animal’s Name | Service Animal’s Breed |
|  |  |  |
| Service Animal’s Age | Service Animal’s Weight | If Animal spayed/neutered |
|  |  |  |

**References (Optional)**

You may include any reputable references that will help confirm your character, reliability & standing in the community.

|  |  |  |  |
| --- | --- | --- | --- |
| Reference Name | Relationship to you | Reference Phone # | Reference email address |
|  |  |  |  |
|  |  |  |  |

**CONSENT AND ACKNOWLEDGMENT**

I represent that all information given on this application is complete, true and correct, and may be relied upon by Landlord in deciding whether to enter a Lease with me. I agree Landlord may at its sole discretion terminate any agreement with me entered in reliance on any misstatements or material omissions in this application. I authorize Landlord (including its agents) to investigate the information I’ve provided as well as matters relating to my job, credit, criminal, rental and financial history, situation, and condition, including communicating with current and previous landlords, employers, and banking & personal references, and may use and rely on any information obtained in making its rental decision, even if contradicted or disputed. I understand that Landlord requires me to obtain (at a cost of $40) a Credit/Criminal/Background Report from ***TransUnion SmartMove*** as part of Landlord’s consideration of this Application to rent an apartment. I release any person or company from any claim or liability relating to information provided to Landlord. I agree to furnish Landlord with any further information and references upon request. If Landlord approves my application for an apartment and offers me a Lease, I understand that if I wish to move forward with renting the apartment, I must notify the Landlord and give a non-refundable deposit in the amount of $500 within 24 hours of approval, and I must sign the Lease (including payment of the first and last months’ rent and security deposit) within 7 days of approval; the $500 deposit will be applied to the payments due when the Lease is signed. If I do not move forward for whatever reason to sign the Lease (including making the payments due on signing) within 7 days of approval, I understand that Landlord will retain the deposit and have no obligation to hold an apartment or rent to me.

Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_