

# **Applicant Information (to be filled in by Applicant)**

Name of Applicant \_\_\_\_\_ Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Marital Status \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_  
Present Home Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Currently:  Rent  Own  Other \_\_\_\_\_ How Long at this address \_\_\_\_\_  
Present Landlord/Mortgage Holder Name \_\_\_\_\_  
Contact Name \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_ Current Payment \$ \_\_\_\_\_  
Previous Address \_\_\_\_\_  
 Rent  Own  Other \_\_\_\_\_ How Long at this address \_\_\_\_\_  
Previous Landlord Name \_\_\_\_\_  
Contact Name \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_ Payment \$ \_\_\_\_\_

## **Pets**

Do you have any pets?  YES  NO Number of pets \_\_\_\_\_ Type \_\_\_\_\_ Size \_\_\_\_\_ lbs  
Type \_\_\_\_\_ Size \_\_\_\_\_ lbs

**Total # of Occupants**(including applicant) \_\_\_\_\_

## **All Others Who Will Occupy Apartment**

Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_ Relationship \_\_\_\_\_  
Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_ Relationship \_\_\_\_\_  
Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_ Relationship \_\_\_\_\_  
Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_ Relationship \_\_\_\_\_

## **Employment History**

Current Employer \_\_\_\_\_ Date of Hire \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_  
Position \_\_\_\_\_ Supervisor Name \_\_\_\_\_ Yearly Income \$ \_\_\_\_\_  
Previous Employer \_\_\_\_\_ How Long? \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_  
Position \_\_\_\_\_ Supervisor Name \_\_\_\_\_ Yearly Income \$ \_\_\_\_\_

**Additional Income** (describe source) \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

## **Automobile Information**

Automobile Make & Model \_\_\_\_\_ Year \_\_\_\_\_ Plate \_\_\_\_\_ State \_\_\_\_\_  
Automobile Make & Model \_\_\_\_\_ Year \_\_\_\_\_ Plate \_\_\_\_\_ State \_\_\_\_\_

## **Emergency Contact**

Emergency Contact Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_ Phone # \_\_\_\_\_  
Emergency Contact Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_ Phone # \_\_\_\_\_

## **References**

Contact Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_ Phone # \_\_\_\_\_  
Contact Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_ Phone # \_\_\_\_\_

1. Have You Ever Filed Bankruptcy? YES \_\_\_\_\_ NO \_\_\_\_\_ Date \_\_\_\_\_
2. Have You Ever Been Evicted? YES \_\_\_\_\_ NO \_\_\_\_\_ Date \_\_\_\_\_
3. Have You Ever **Not** Fulfilled a Lease Term? YES \_\_\_\_\_ NO \_\_\_\_\_ Date \_\_\_\_\_
4. Have You Ever Been Convicted of a Felony? YES \_\_\_\_\_ NO \_\_\_\_\_ Date \_\_\_\_\_

**We do not rent to sex offenders, sexual predators, or convicted felons.**

# Occupancy Information

Apartment Number \_\_\_\_\_ Apartment Mailing Address \_\_\_\_\_

A Style     B Style     C Style     D Style     E Style     F Style

Lease Term \_\_\_\_\_ mos.    Move-in Date \_\_\_\_\_ 20\_\_\_\_    Monthly Rent \$ \_\_\_\_\_

Comments:

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This application will be made part of a lease entered into by the Landlord and Resident(s), if and when the lease is executed. As a part of the lease for which this application is made, the undersigned applicant(s) agrees that falsifying any information on this document or the breach of any one or more of its covenants is grounds for the Landlord/Owner to cancel the lease and obtain restitution of the premises and/or money damages.

A separate application and application fee are required of each occupant over the age of 18. It is further agreed and I hereby authorize the Owner/Landlord/Representative to inspect and examine any and all records pertaining to: my credit which is maintained by the credit bureau, criminal background, my rental history and employment verification on a continuing basis throughout the term of this lease or to reexamine or re-inspect any of the foregoing. It is agreed, a facsimile signature shall stand in place of and stead of applicant's original signature

I (we) hereby make an application for lease for the above described premises and services, on the terms above specified and holding fee herewith \$ \_\_\_\_\_ as a holding fee and pay \$ \_\_\_\_\_ as an application fee for preparing paperwork, checking and reviewing credit. The holding fee, when applicable, will be returned if the application is cancelled within 72 hours of the application date or if the application is denied because the applicant does not meet the community's qualifying criteria. The holding fee is forfeited if the applicant wishes to cancel the application AND 72 hours have passed. *It is understood that the application fee is not refundable.*

If you accept this application and deliver a lease to me (us) for execution on the above terms in the form prepared by you, I (we) shall thereafter execute and deliver the same to you. If I (we) fail or refuse to execute and deliver the said lease to you, then the holding fee made herewith is to be retained by you as liquidated damages, and there shall be no further liability on the part of the owner or the undersigned in respect to said proposed lease or this application.

This application shall not be binding upon the owner until accepted in writing. The delivery of a lease to the undersigned for signature shall not be construed as acceptance of this application nor shall such lease be binding upon the owner until it has been executed on the owner's behalf and delivered to the undersigned.

Applicant's Signature X \_\_\_\_\_ Date \_\_\_\_\_

Application Fee \$ \_\_\_\_\_

Holding Fee \$ \_\_\_\_\_

Total Received \$ \_\_\_\_\_

Payment Type: \_\_\_\_\_ Reference # \_\_\_\_\_ Date Received \_\_\_\_\_

Application Taken By: \_\_\_\_\_  
Agent for the Owner