



Rental Application for Residents and Occupants

Each co-applicant and each occupant 18 years and over must submit a separate application.
Spouses may submit a single application.

Date when filled out: _____

ABOUT YOU:

Full Name (exactly as it appears on driver's license or govt. ID card)

Your Current Address _____
City/State/Zip _____ Phone # _____
Driver's License #/State _____ Email _____
Social Security # _____ DOB _____ Sex _____
of Pets _____ Type _____ Breed _____ Weight _____

RENTAL HISTORY:

Name of Landlord _____ Contact # _____
Rent Amount \$ _____ Dates of Residency _____ to _____
Previous Address _____
Name of Landlord _____ Contact # _____
Rent Amount \$ _____ Dates of Residency _____ to _____

YOUR WORK:

Present Employer _____
Address _____ Phone # _____
Position _____ Supervisor _____
Gross Monthly Income \$ _____ Date of Hire _____
Previous Employer _____
Address _____ Phone # _____
Position _____ Supervisor _____
Gross Monthly Income \$ _____ Dates of Employment _____

YOUR SPOUSE:

Full Name _____ Former Last Name _____
Spouse's Social Security # _____ DOB _____
Driver's License # and State _____
Phone # _____ Email _____
Present Employer _____
Address _____ Phone # _____
Position _____ Supervisor _____
Gross Monthly Income \$ _____ Date of Hire _____



OTHER OCCUPANTS:

- 1. Name _____ Relationship _____
Sex _____ DOB _____ Social Security # _____
- 2. Name _____ Relationship _____
Sex _____ DOB _____ Social Security # _____
- 3. Name _____ Relationship _____
Sex _____ DOB _____ Social Security # _____
- 4. Name _____ Relationship _____
Sex _____ DOB _____ Social Security # _____

YOUR VEHICLES:

- Make _____ Model _____ Color _____
- Year _____ License Plate # _____ State _____
- Make _____ Model _____ Color _____
- Year _____ License Plate # _____ State _____

EMERGENCY CONTACT:

Name _____ Relationship _____ Phone # _____

If you die or are seriously ill, missing, or in a jail or penitentiary according to an affidavit of (check one or more) _____ the above person, _____ your spouse, _____ your parent or child, we may allow such person(s) to enter your dwelling to remove all contents, as well as your property in the mailbox, storerooms, and common areas. If no box is checked, any of the above are authorized at our option. If you are seriously ill or injured, you authorize us to call EMS or send for an ambulance at your expense. We are not legally obligated to do so.

YOUR RENTAL/CRIMINAL HISTORY:

Have you, your spouse, or any occupant listed in the Application ever:
____ been evicted or asked to move out? ____ moved out of a dwelling before the end of the lease term without the owner’s consent? ____ declared bankruptcy? ____ been sued for rent? ____ been sued for property damage? ____ been charged, detained, or arrested for a felony or sex crime that was resolved by conviction, probation, deferred adjunction, court-ordered community supervision or pretrial diversion? ____ been charged, detained, or arrested for a felony or sex related crime that has not been resolved by dismissal or acquittal? Please indicate below the year, location and type of each felony and sex crime other than those resolved by dismissal or acquittal. We may need to discuss more facts before making a decision.

CONTEMPLATED LEASE CONTRACT INFORMATION

- Prorated rent for: 1st month;
- Monthly rental due date 1st; Late charges due if rent is not paid on or before the 3rd;
- Initial late charge \$50.00; Daily late charge \$10.00 beginning on the 10th;
Returned check charge \$35.00;
- Animal violation charges: Initial \$100;
- Utilities paid by owner (check all that apply) _____ Electricity _____ Gas _____ Water _____
_____ Wastewater X Trash _____ Cable TV _____ Other (please list) _____
- You will (check one) _____ not buy insurance _____ buy insurance (not required);
- Your move-out notice will terminate Lease Contract on the last day of month.



1. Application Fee (nonrefundable). You have delivered to our representative an application fee in the amount indicated below, and this payment partially defrays the cost of administrative paperwork. It's nonrefundable.

2. Application Fee and Administrative fee is not refundable

3. Approval When Lease Contract is Signed in Advance. If you and all co-applicants have already signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of our approval, sign the Lease Contract, and then credit the application deposit of all applicants toward the required security deposit.

4. If you Withdraw Before Approval. You and any co-applicant may not withdraw your application or the application fees. If you or any co-applicant withdraws an Application or notifies us that you've changed your mind about renting the dwelling unit, we'll be entitled to retain all application fees as liquidated damages, and the parties will then have no further obligation to each other.

5. Non-approval. We will notify you whether you've been approved within 10 days after the date we receive a completed Application. Your Application will be considered "disapproved" if we fail to notify you of your approval within 10 days after we have received a completed Application. Notification may be in person or by mail or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval. The 10-day time period may be changed only by separate written agreement.

6. Refund after Non-approval. If you or any co-applicant is disapproved or deemed disapproved under paragraph 9, we'll refund all application deposits within 30 days of such disapproval. Refund checks will be made payable to all co-applicants and mailed to one applicant.

7. Notice to or from Co-applicants. Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.

8. Keys or Access Devices. We'll furnish keys and/or access devices only after; (1) all parties have signed the contemplated Lease Contract and other rental documents referred to in the Lease Contract; and (2) all applicable rents and security deposits have been paid in full.

9. Receipt. Application fee (nonrefundable): \$ _____; Administrative fee (non-refundable): \$ _____; Background fee (non-refundable): \$ _____.

Total of above fees: \$ _____;
10. Signature. Our representative's signature is consent only to this Application Agreement. It does not bind us to accept applicant or to sign the proposed Lease Contract.

Acknowledgment. You declare that all your statements on the first page of this Application are true and complete. You authorize us to verify same through any means. If you fail to answer any question or give false information, we may reject the application, retain all application fees and deposits as liquidated damages for our time and expense, and terminate your right of occupancy. Giving false information is a serious criminal offense. In lawsuits relating to the application or Lease Contract, the prevailing party may recover all attorney's fees and litigation costs from the losing party. We may at any time furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, the rules, and financial obligations.

Applicant's Signature: _____ **Date:** _____

Signature of Spouse: _____ **Date:** _____

Owner/Representative Signature: _____ **Date:** _____