

OWNER/AGENT TO COMPLETE

Property Address: _____

Date: ___/___/___ Time: _____ a.m. p.m. Move-in Date: ___/___/___

_____ # of units available of the type and in the area that are or within a reasonable future time will be available for rent.

_____ # of applications previously accepted and remaining under consideration for those units.

If left blank, at least one unit is available and no previously accepted applications currently under consideration have been accepted.

Examined picture identification? Yes No Type of identification? _____

RENT, DEPOSIT, AND FEE DISCLOSURE (Amounts listed below are subject to change before the rental agreement is executed)

Monthly Rent: \$ _____ Security Deposit: \$ _____ Other Deposit: \$ _____

Deposits may increase depending on screening and other factors.

Landlord may charge the following:

- Late Charge of \$ _____
 Smoke alarm and carbon monoxide alarm tampering fee of \$ _____
 Dishonored check fee of \$25.00 plus amounts charged by bank \$ _____
 Early lease termination fee of \$ _____ (may not exceed 1 1/2 times the monthly rent).
 Late payment of utility fee of \$50.00 per occurrence.
 Failure to clean up pet waste, garbage, rubbish or other waste fee of \$50.00 per occurrence.
 Parking violation or other improper use of vehicle fee of \$50.00 per occurrence.

PERSONAL INFORMATION

Applicant Name: _____ Telephone: () _____ - _____
First Middle Last

Email Address: _____ Cellular Number: () _____ - _____

S.S. #: _____ Birth Date: ___/___/___ Driver's License, State and #: _____

- 1) Current Address: _____ City: _____ State: _____ Zip: _____
Since: ___/___/___ Why are you moving? _____
Current Landlord: _____ Rent Amount \$ _____ Telephone: () _____ - _____
2) Previous Address: _____ City: _____ State: _____ Zip: _____
From ___/___/___ to ___/___/___ Why did you move? _____
Previous Landlord: _____ Rent Amount \$ _____ Telephone: () _____ - _____
3) Previous Address: _____ City: _____ State: _____ Zip: _____
From ___/___/___ to ___/___/___ Why did you move? _____
Previous Landlord: _____ Rent Amount \$ _____ Telephone: () _____ - _____

Have you ever: Been Evicted? Yes No; Been sued by Landlord? Yes No; Filed Bankruptcy? Yes No; Been convicted, or pleaded guilty or no contest, to a crime? Yes No; If yes to any of these, please explain: _____

EMPLOYMENT/INCOME

- 1) Current Employer: _____ How Long? _____
Supervisor: _____ Telephone: () _____ - _____
Job Title: _____ Take home pay (per month): \$ _____ Full-time Part-time
2) Previous Employer: _____ How Long? _____
Supervisor: _____ Telephone: () _____ - _____
Job Title: _____ Take home pay (per month): \$ _____ Full-time Part-time
3) Previous Employer: _____ How Long? _____
Supervisor: _____ Telephone: () _____ - _____
Job Title: _____ Take home pay (per month): \$ _____ Full-time Part-time

Other Income (per month) \$ _____ Source: _____ Telephone: () _____ - _____

Other Income (per month): \$ _____ Source: _____ Telephone: () _____ - _____

BANK

- 1) Bank: _____ Branch: _____ Checking Account #: _____
- 2) Bank: _____ Branch: _____ Savings Account #: _____
- 2) Bank: _____ Branch: _____ Type/Account #: _____

REFERENCES

- 1) Next of Kin: _____ Telephone: () _____ - _____
 Name Address Relationship
- 2) Emergency Contact: _____ Telephone: () _____ - _____
 Name Address Relationship
- 3) Personal Reference: _____ Telephone: () _____ - _____
 Name Address Relationship
- 4) Personal Reference: _____ Telephone: () _____ - _____
 Name Address Relationship

PERSONAL PROPERTY

- 1) Automobile: Make _____ Model _____ Year _____ License # _____ State _____
- 2) Automobile: Make _____ Model _____ Year _____ License # _____ State _____
- 3) Other Vehicles/Boats _____ Model _____ Year _____ License # _____ State _____

Do you own the following: Piano/Organ? Yes No Water-filled furniture? Yes No Fish Tank or Aquarium? Yes No

| | |
|---|---|
| PET # 1 | PET #2 |
| Type: _____ Size _____ Weight _____ | Type: _____ Size _____ Weight _____ |
| Has Pet ever injured anyone or damaged anything? <input type="checkbox"/> Yes <input type="checkbox"/> No | Has Pet ever injured anyone or damaged anything? <input type="checkbox"/> Yes <input type="checkbox"/> No |

APPLICANT'S COMMENTS & EXPLANATIONS:

MEMBERS OF HOUSEHOLD

For purposes of identification only, please list names and either ages or dates of birth of other persons to occupy unit:

APPLICANT SCREENING CHARGE DISCLOSURE(S)

- 1) Owner/Agent may obtain a credit report, or a tenant screening report which generally consists of:
 - a) Credit history including credit standing;
 - b) Public records, including but not limited to judgments, liens, evictions and status of collection accounts;
 - c) Information verification;
 - d) Current obligations and credit ratings; and
 - e) Criminal records.
- 2) Owner/Agent is requiring payment of an Applicant Screening Charge \$ _____ none of which is refundable unless the Owner/Agent does not screen the applicant. Application valid for up to two weeks from date of receipt by Owner/Agent.

I understand I have the right to dispute the accuracy of any information provided to the Owner/Agent by a screening service or credit reporting agency. I am aware that an incomplete application may cause delays or result in denial of tenancy. I certify the above information is correct and complete and hereby authorize you to make any inquiries you feel necessary to evaluate my tenancy and credit standing (including, but not limited to credit checks). If Owner/Agent is requiring payment of an applicant screening charge, applicant acknowledges receiving a copy of or reading Owner/Agent's Screening Guidelines.

Applicant _____

Date _____