



Office Use

Community: _____
 Date of Application: ___/___/___ Desired Move-in Date: ___/___/___
 Apt. # / Type: _____
 Quoted Rent: _____ Special(s) Offered: _____
 Lease Term: _____
 Referred By: _____

Residential Rental Application

Please print plainly and fill in ALL blank spaces completely. All information is confidential.

APPLICANT

Full Name: _____
 Date of Birth: ___/___/___ Social Security No.: ___ - ___ - ___
 Address: _____
 City: _____ State: _____ Zip: _____
 Best Contact #: _____
 Email Address: _____
 Time at Present Address: _____ Amount of Rent/Mtg. Pymt: _____
 Landlord or Management Co.: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Landlord Email/Phone: _____
 Applicant's Driver's License Number: _____
 Reason for Relocating: _____

CO-APPLICANT

Full Name: _____
 Date of Birth: ___/___/___ Social Security No.: ___ - ___ - ___
 Address: _____
 City: _____ State: _____ Zip: _____
 Best Contact #: _____
 Email Address: _____
 Time at Present Address: _____ Amount of Rent/Mtg. Pymt: _____
 Landlord or Management Co.: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Landlord Email/Phone: _____
 Applicant's Driver's License Number: _____
 Reason for Relocating: _____

EMPLOYMENT INFORMATION

Status: Employed Full/Part-Time Unemployed Retired
 EMPLOYED BY: _____
 Address: _____ Phone: _____
 City: _____ State: _____ Zip: _____
 Title: _____ Supervisor: _____
 How Long? _____ Gross Income: \$ _____ per _____
 PREVIOUS EMPLOYER (if less than one (1) year at present): _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Title: _____ Supervisor: _____
 How Long? _____ Gross Income: \$ _____ per _____
 Reason for leaving: _____

EMPLOYMENT INFORMATION

Status: Employed Full/Part-Time Unemployed Retired
 EMPLOYED BY: _____
 Address: _____ Phone: _____
 City: _____ State: _____ Zip: _____
 Title: _____ Supervisor: _____
 How Long? _____ Gross Income: \$ _____ per _____
 PREVIOUS EMPLOYER (if less than one (1) year at present): _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Title: _____ Supervisor: _____
 How Long? _____ Gross Income: \$ _____ per _____
 Reason for leaving: _____

ADDITIONAL INFORMATION

Number of Vehicles (including Company Cars): _____

Make/Model: _____	Year _____	Color _____	Tag No. _____	State _____
Make/Model: _____	Year _____	Color _____	Tag No. _____	State _____
Make/Model: _____	Year _____	Color _____	Tag No. _____	State _____

Pets? Yes ___ No ___ #Cat(s): ___ #Dog(s): ___

PET NAME	COLOR	BREED	WEIGHT	AGE	LICENSE #
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Total Number of Occupants _____

OTHER RESIDENTS

BIRTH DATE

_____	_____
_____	_____
_____	_____
_____	_____

IN CASE OF PERSONAL EMERGENCY, NOTIFY:

Name: _____

Address: _____

Relationship: _____

Telephone(s): _____

NON-REFUNDABLE CREDIT CHECK AND PROCESSING CHARGE

Applicant submits herewith a non-refundable payment in the amount of \$_____ for credit/criminal background check and processing charge. If application is not approved, said sum will be retained by management to cover the cost of processing this application. Any false information will constitute grounds for rejection of application. Management or his/her agent is hereby expressly authorized to verify the accuracy and correctness of the statements contained herein, to communicate with applicant's employers and creditors, and to procure such other information which management or agent may require to evaluate this application. **NOTE: Application must be signed before it can be processed by management.**

GOOD FAITH DEPOSIT

A good faith deposit in the amount of \$_____ is submitted with this application. If application is approved, this good faith deposit can be applied toward payment of applicant's security deposit of \$_____, non-refundable lease fee of \$_____ and non-refundable administrative fee of \$_____ which are due prior to taking possession of the apartment; and applicant agrees to execute management's usual rental agreement on or before the occupancy date set out in this application. If for any reason management rejects this application, the good faith deposit submitted herewith will be refunded in full to applicant. Applicant may cancel this application by written notice within 48 hours and receive a full refund of the good faith deposit. If applicant cancels this application after 48 hours or fails to execute management's usual rental agreement, or refuses to occupy the premises on the agreed upon date, the good faith deposit will be forfeited.