

APPLICANT INFORMATION

Today's Date _____
Date of Move-in _____
Property Address _____
Full Name _____
Current Address _____
Phone (day) _____ Phone (evening) _____
Email _____ Date of Birth _____
SSN _____ Drivers License # _____

APPLICANT'S EMPLOYMENT

Present Employer _____
Address _____
Title _____ Date Started _____ Monthly Income \$ _____
Supervisor's Name _____ Phone _____

Previous Employer _____
Address _____
Title _____ Date Started _____ Monthly Income \$ _____
Supervisor's Name _____ Phone _____

Additional Sources of Income _____

CO-APPLICANT INFORMATION

Full Name _____
Current Address _____
Phone (day) _____ Phone (evening) _____
Email _____ Date of Birth _____
SSN _____ Drivers License # _____

CO-APPLICANT'S EMPLOYMENT

Present Employer _____
Address _____
Title _____ Date Started _____ Monthly Income \$ _____
Supervisor's Name _____ Phone _____
Additional Sources of Income _____

PRESENT LANDLORD / MORTGAGE INFORMATION

Present Landlord or Mortgage Company _____
Phone _____ Other Contact Info _____
Monthly Payment \$ _____ Move In _____ Move Out _____

PREVIOUS LANDLORD / MORTGAGE INFORMATION

Previous Landlord or Mortgage Company _____
Phone _____ Other Contact Info _____
Monthly Payment \$ _____ Move In _____ Move Out _____

PERSONAL REFERENCES (Not Related to Any Applicant)

Name _____ Phone _____
Address _____
Name _____ Phone _____
Address _____

EMERGENCY

In Case of Emergency, Contact _____
Relationship _____ Phone _____

OCCUPANTS

List All Occupants _____

PETS (If Any)

Type	_____	Breed	_____	Weight	_____	Age	_____
Type	_____	Breed	_____	Weight	_____	Age	_____

CREDIT / CRIMINAL HISTORY

Branch Address _____

Checking Acct # _____

All Credit Obligations: Please list all obligations with minimum monthly payments.

Have any of the Applicants/Occupants listed above ever been:

- _____ Convicted of a felony?
- _____ Received deferred judgment for a felony?
- _____ Been evicted?
- _____ Broken a lease?
- _____ Declared bankruptcy?

The above listed applicant declares that all statements made in this application are true and complete. Applicant hereby authorizes the Property Owner (as owner) or their Designated Agent (as agent) to verify all of the information in this application and obtain credit reports on the above-listed applicants(s). If applicant or co-applicant has given any false information, the Property Owner is entitled to reject the application and retain all application fees as liquidated damages for Property Owner's time and expenses in processing this application. Applicant shall give Property Owner a nonrefundable application fee in the amount of \$_____.

In consideration of my application, I hereby give authorization to conduct any inquiries deemed necessary to verify the accuracy of the information submitted. This Authorization allows verification through public and private sources, their officers, agents, or employees from any liability for damages of whatsoever kind or nature whether caused by negligence or otherwise which may at any time result to me by reason of compliance with the above-mentioned inquiry which may include the answering of specific questions and the giving of any information concerning my past records.

I HAVE READ THE ABOVE AND AM IN COMPLETE AGREEMENT WITH IT.

Applicant _____

Date _____

Applicant _____

Date _____

FOR AGENT USE ONLY

Credit Report _____
Comments _____
Deposit _____ Option _____ Monthly Rent \$ _____
Lease Term (months) _____ Move-In Date _____ Expires _____
Total # of Occupants _____ Per Deposit _____
Utilities Paid by Tenant: GAS WATER ELECTRIC
Agent Name _____ Phone _____

APARTMENT RENTAL APPLICATION DOCUMENT CHECKLIST

The following must be submitted BY EACH PROSPECTIVE TENANT (AND GUARANTOR, if applicable) in order for your application to be processed.

- Completed "Apartment Rental Application"
- Nonrefundable Application Fee (Amount: \$_____)
- Photocopy of Driver's License or government-issued photo identification
- Letter of employment (on company letterhead, stating your position, salary, and how long you have been employed)
- Three most recent paystubs
- Three most recent bank statements
- Photocopy of **EITHER:**
 - Last completed year's W-2 Form
 - OR**
 - Last year's income tax return

GUARANTOR / COSIGNER AGREEMENT

Addendum to Apartment Rental Application

This agreement is attached to and forms a part of the Rental Application between

_____, Owners, and
_____, Tenants, which is
dated _____, 20 _____.

I, _____, have completed an Apartment Rental Application for the express purpose of enabling the Owners to check my credit. I have no intention of occupying the dwelling referred to above, and I do hereby promise to guarantee the Tenant's compliance with the financial obligations of this Agreement. I understand that I may be required to pay for rent, cleaning charges, or damage assessments in such amounts as are incurred by Tenant(s) under the terms of this Agreement if, and only if, the Tenant(s) fail to pay.

Signed _____
GUARANTOR

Date _____