



**RENTAL APPLICATION**

**Photocopy of driver’s license and \$40.00 application fee must be attached for this form to be accepted!**

Date: \_\_\_\_\_ Address Applying For: \_\_\_\_\_

**Application Fee:**

I/We acknowledge an application fee of \$40.00 is being charged in connection with my/our application and that the fee is non-refundable regardless of acceptance of application. This is in addition to the security deposit and/or last month’s rent required to lease the property.

**Receipt of Deposit:**

Deposit of \$\_\_\_\_\_. Receipt of deposit is hereby acknowledged to secure the intended residency of the premises. This deposit is received subject to Agent’s approval and acceptance of this rental application submitted by Applicant(s). This application is not considered a lease nor is there a binding contract to rent the premises until all parties sign a lease. If Agent approves the application, Applicant(s) shall then promptly sign a lease for the premises. At the time of Agent’s approval of application the above deposit will be applied towards the full security deposit required under said lease. In consideration of Agent’s promise to hold the premises applied for, once application is approved, Applicant(s) acknowledge full understanding that deposit is not refundable should Applicant(s) elect not to execute lease or occupy premises as agreed. Applicant(s) shall cooperate with application process if additional information is necessary. **If Applicant(s) is approved pending receipt of completed and notarized Co-Signer Application, it must be received in our office within 48 hours from the time the Applicant(s) is notified of this status. If Co-Signer Application is still not received, the holding fee shall be returned to Applicant(s) along with an Adverse Action Letter stating property is no longer being held for Applicant(s).**

If Applicant(s) is applying for the rental unit “site unseen”, Applicant(s) acknowledge the inherent risks involved with such action. If Applicant(s) are approved for the rental, Applicant(s) agree to execute a lease on the subject unit/home as is stated above.

**Information Disclosure Authorization**

I/We hereby authorize you to release to Property Resources, Inc., for verification purposes, information concerning:

- Employment history, dates, title, income, hours worked, etc.
- Banking and savings accounts of record.
- Mortgage Loan Rating/Rental History (opening date, high credit, payment amount, loan balance, payment record, monthly rental rate, condition of property at check-out, etc.)
- Any information deemed necessary in connection with a consumer credit report for a real estate transaction.

This information is for the confidential use of Property Resources, Inc. and the property owner in compiling a rental application credit report, as well as rental, employment and credit history.

A photographic or carbon copy of this authorization, (being a photographic or carbon copy of the signatures of the undersigned), may be deemed to be the equivalent of the original and may be used as a duplicate original.

Your prompt reply will help my pending rental application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Social Security Number



**Personal Information:**

Full Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Spouse Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Present Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Work #: \_\_\_\_\_ Cell: \_\_\_\_\_

E-Mail address: \_\_\_\_\_

Social Security #: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

Spouse Social Security #: \_\_\_\_\_ Driver's License#: \_\_\_\_\_

**Rental/Mortgage Information:**

Current Landlord/Mortgage Company: \_\_\_\_\_ Monthly Payment:\$ \_\_\_\_\_

Phone #: \_\_\_\_\_ Leased from: \_\_\_\_\_ To: \_\_\_\_\_

If less than 2 years:

Prior Address: \_\_\_\_\_

Prior Landlord/Mortgage Company: \_\_\_\_\_ Monthly Payment:\$ \_\_\_\_\_

Phone #: \_\_\_\_\_ Leased from: \_\_\_\_\_ To: \_\_\_\_\_

**Employment Information:**

Current Employer: \_\_\_\_\_ Telephone: \_\_\_\_\_

Length of Employment: \_\_\_\_\_ Income per month:\$ \_\_\_\_\_

Position: \_\_\_\_\_ Manager/Supervisor: \_\_\_\_\_

If less than 2 years or if joint application with spouse:

Previous/Spouse Employer: \_\_\_\_\_ Telephone: \_\_\_\_\_

Length of Employment \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Position: \_\_\_\_\_ Income per month:\$ \_\_\_\_\_

If not employed, source of income: \_\_\_\_\_

How may this be verified: \_\_\_\_\_

**If your parents are your source of income for paying your rent we will require a co-signer form to be completed by them. Form must be notarized and original with original signatures is required prior to lease signing and move-in.**

**Bank Information:**

Bank Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Account Numbers: Checking: \_\_\_\_\_ Savings: \_\_\_\_\_

**Names of Other Occupants Who Will Occupy this Property:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_



Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

**Personal/Business References:**

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Pet Information:**

Number of pets: \_\_\_\_\_ Breeds and ages: \_\_\_\_\_

**\*\*\*Pet Reference and Information forms must be completed and submitted with rental application\*\*\***

**Emergency Contact:**

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

**Other Information:**

Have you as a Resident/Tenant, ever been charged or received any kind of complaint for:

Excessive noise or nuisance? \_\_\_\_\_ Excessive occupancy? \_\_\_\_\_ Failure to remove trash? \_\_\_\_\_

Violating any other governmental law relating to your use of rented premises? \_\_\_\_\_

If so, please explain: \_\_\_\_\_

Have you ever:

Filed for bankruptcy? Yes: \_\_\_\_\_ No: \_\_\_\_\_ If Yes, When? \_\_\_\_\_

Been served an eviction notice or been asked to vacate a property? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Willfully or intentionally refused to pay rent when due? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Yes on any, explain: \_\_\_\_\_

Have you lived in another state? If so, which state? \_\_\_\_\_

Have you applied for credit in another state? If so, which state? \_\_\_\_\_

Car Information: Year, Make & Model: \_\_\_\_\_

License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

How were you referred to us? \_\_\_\_\_

**Disclosure**

I/We, the undersigned, understand that Property Resources, Inc. is the leasing Agent and representative for the Owner/Landlord and that the leasing Agent's fees will be paid by the Owner/Landlord. The undersigned acknowledge that this written notice was received prior to the undersigned receiving a lease agreement.

Applicant hereby authorizes Property Resources, Inc., or its Agents, to obtain, review and verify any and all credit information, including, but not limited to, employment history, income, bank, money market and credit history information, whether in written or oral credit reports and from any credit reporting agencies, and to obtain and review all information, arrest, criminal and criminal justice records, whether in written form or otherwise, from any custodian thereof.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_ Spouse's Signature \_\_\_\_\_ Date \_\_\_\_\_