

# RESIDENTIAL LEASE APPLICATION

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## THIS SECTION FOR LANDLORD USE ONLY

Rental Property Address: \_\_\_\_\_

Term of Rental:  month to month                       lease from \_\_\_\_\_ to \_\_\_\_\_

| Tenant Financial Obligation Prior to Occupancy |                 | CONTACT CHECKLIST                              |                             |
|--|-----------------|--|-----------------------------|
| First Month's Rent:                            | \$ _____        | Current Landlord Contacted - Timely Remittance |                             |
| Security Deposit:                              | \$ _____        | <input type="checkbox"/> Yes                   | <input type="checkbox"/> No |
| Pet Deposit:                                   | \$ _____        | Current Employer Verified:                     |                             |
| Application Fee:                               | \$ _____        | <input type="checkbox"/> Yes                   | <input type="checkbox"/> No |
| Credit Report Fee:                             | \$ _____        | Credit Report Determination:                   |                             |
| Other (specify):                               | \$ _____        | <input type="checkbox"/> Yes                   | <input type="checkbox"/> No |
|  |                 | Income Verified (pay stub, employer, etc.)     |                             |
| <b>TOTAL:</b>                                  | <b>\$</b> _____ | <input type="checkbox"/> Yes                   | <input type="checkbox"/> No |

**DESIRED DATE OF MOVE-IN:**                      \_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_

**UNIT TYPE:**     1 BR             2 BR             3 BR             Other (Specify): \_\_\_\_\_

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**1. APPLICANT INFORMATION:**

Name (full legal name): \_\_\_\_\_  
 Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_    DOB: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Home Phone: \_\_\_\_\_    Work Phone: \_\_\_\_\_  
 Driver's License / ID Number: \_\_\_\_\_    State: \_\_\_\_\_

**NAME OF OCCUPANTS AND RELATIONSHIP TO APPLICANT:**

|             |                     |
|-------------|---------------------|
| Name: _____ | Relationship: _____ |
| Name: _____ | Relationship: _____ |
| Name: _____ | Relationship: _____ |

**APPLICANT / OCCUPANT VEHICLE(S):**

|             |              |             |             |
|-------------|--------------|-------------|-------------|
| Make: _____ | Model: _____ | Year: _____ | Tag#: _____ |
| Make: _____ | Model: _____ | Year: _____ | Tag#: _____ |
| Make: _____ | Model: _____ | Year: _____ | Tag#: _____ |

**EMPLOYMENT HISTORY:**

**Current Employer:**

Name and Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_    Supervisor: \_\_\_\_\_  
 Length of Employment: Begin \_\_\_\_\_    Still employed? (check one)  yes     no

**Previous Employer**

Name and Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_    Supervisor: \_\_\_\_\_  
 Length of Employment: Begin \_\_\_\_\_    End \_\_\_\_\_

**RENTAL HISTORY:**

**Current Address:** \_\_\_\_\_  
Dates Lived at This Address: From \_\_\_\_\_ to \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
Landlord/Manager: \_\_\_\_\_ Landlord/Manager's Phone: \_\_\_\_\_

**Previous Address:** \_\_\_\_\_  
Dates Lived at This Address: From \_\_\_\_\_ to \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
Landlord/Manager: \_\_\_\_\_ Landlord/Manager's Phone: \_\_\_\_\_

**INCOME:**

Gross Monthly Employment Income Before Deductions: \$ \_\_\_\_\_  
Gross Monthly Income From Other Sources (average): \$ \_\_\_\_\_

TOTAL GROSS MONTHLY INCOME: \$ \_\_\_\_\_

**CREDIT and FINANCIAL INFORMATION:**

**Bank and Financial Accounts**

Checking:  
Institution Name \_\_\_\_\_ Branch \_\_\_\_\_ Acct # \_\_\_\_\_

**MISCELLANEOUS: (check appropriate answer)**

Do you have pets? \_\_\_\_ yes \_\_\_\_ no If yes, describe \_\_\_\_\_

**NOTE:** There may be additional fees and/or deposits required for pets housed on premises.  
In addition, specific rules and regulations regarding pets may apply.

Do you smoke? \_\_\_\_ yes \_\_\_\_ no

Have you ever been evicted? \_\_\_\_ yes \_\_\_\_ no If yes, explain below.

Have you ever been convicted of a felony? \_\_\_\_ yes \_\_\_\_ no If yes, explain below.

Have you ever filed for bankruptcy? \_\_\_\_ yes \_\_\_\_ no If yes, explain below.

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPLICANT PERSONAL REFERENCES:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Known this reference how long? \_\_\_\_\_

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Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Known this reference how long? \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Known this reference how long? \_\_\_\_\_

**APPLICANT EMERGENCY CONTACT INFORMATION:**

Contact in Emergency (Name): \_\_\_\_\_ Relationship: \_\_\_\_\_  
Emergency Contact Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**2. CO-APPLICANT INFORMATION:**

Name (full legal name): \_\_\_\_\_  
Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DOB: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Driver's License / ID Number: \_\_\_\_\_ State: \_\_\_\_\_

**NAME OF OCCUPANTS AND RELATIONSHIP TO CO-APPLICANT:**

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

**CO-APPLICANT / OCCUPANT VEHICLE(S):**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Tag#: \_\_\_\_\_  
Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Tag#: \_\_\_\_\_  
Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Tag#: \_\_\_\_\_

**EMPLOYMENT HISTORY:**

**Current Employer:**

Name and Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Length of Employment: Begin \_\_\_\_\_ Still employed? (check one) \_\_\_ yes \_\_\_ no

**Previous Employer**

Name and Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Length of Employment: Begin \_\_\_\_\_ End \_\_\_\_\_

**RENTAL HISTORY:**

**Current Address:**

Dates Lived at This Address: From \_\_\_\_\_ to \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
Landlord/Manager: \_\_\_\_\_ Landlord/Manager's Phone: \_\_\_\_\_

**Previous Address:**

Dates Lived at This Address: From \_\_\_\_\_ to \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
Landlord/Manager: \_\_\_\_\_ Landlord/Manager's Phone: \_\_\_\_\_

**INCOME:**

Gross Monthly Employment Income Before Deductions: \$ \_\_\_\_\_  
Gross Monthly Income From Other Sources (average): \$ \_\_\_\_\_  
TOTAL GROSS MONTHLY INCOME: \$ \_\_\_\_\_

**CREDIT and FINANCIAL INFORMATION:**

**Bank and Financial Accounts**

Checking:  
Institution Name \_\_\_\_\_ Branch \_\_\_\_\_ Acct # \_\_\_\_\_

**MISCELLANEOUS: (check appropriate answer)**

Do you have pets? \_\_\_ yes \_\_\_ no If yes, describe \_\_\_\_\_

**NOTE:** There may be additional fees and/or deposits required for pets housed on premises.

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Do you smoke? \_\_\_ yes \_\_\_ no

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Have you ever been convicted of a felony? \_\_\_\_\_ yes \_\_\_\_\_ no If yes, explain below.

Have you ever filed for bankruptcy? \_\_\_\_\_ yes \_\_\_\_\_ no If yes, explain below.

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CO-APPLICANT PERSONAL REFERENCES:**

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

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

Known this reference how long? \_\_\_\_\_

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

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

Known this reference how long? \_\_\_\_\_

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

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

Known this reference how long? \_\_\_\_\_

**CO-APPLICANT EMERGENCY CONTACT INFORMATION:**

Contact in Emergency (Name): \_\_\_\_\_ Relationship: \_\_\_\_\_

Emergency Contact Address: \_\_\_\_\_ Phone: \_\_\_\_\_

I hereby certify and affirm that all information provided above is true and correct. I fully understand that my lease or rental agreement may be terminated if I have made any false, misleading or incomplete statement(s) in this application. I hereby authorize verification of all information provided in this application, including financial and credit information, via credit bureaus and/or contact with current and previous employers, current and previous landlords and personal references.

\_\_\_\_\_  
APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CO-APPLICANT

\_\_\_\_\_  
DATE