

### 13 TENANTS, VOL. RENTAL APPLICATION

- Each adult (18 or older) must fill out a separate application
- There is a non-refundable fee of \$25 per adult to apply
- Payee information must be listed under “All Other Proposed Occupants” if applicable

|  |               |             |                      |                                  |                           |
|--|---------------|-------------|----------------------|----------------------------------|---------------------------|
| <b>First</b>                                   | <b>Middle</b> | <b>Last</b> | <b>Date of Birth</b> | <b>Social Security #</b>         | <b>Driver's License #</b> |
| <b>Any Other Names You've Used in the Past</b> |               |             | <b>Home Phone</b>    |                                  | <b>Cell Phone</b>         |
| <b>All Other Proposed Occupants</b>            |               |             | <b>Date of Birth</b> | <b>Relationship to Applicant</b> |                           |
|  |               |             |                      |                                  |                           |
|  |               |             |                      |                                  |                           |

**RENTAL/RESIDENCE HISTORY**

|   | CURRENT RESIDENCY | PREVIOUS RESIDENCY | PRIOR RESIDENCY |
|---|-------------------|--------------------|-----------------|
| <b>Street Address</b>                                     |                   |                    |                 |
| <b>City</b>   |                   |                    |                 |
| <b>State &amp; Zip</b>                                    |                   |                    |                 |
| <b>Last Rent Amount Paid</b>                              |                   |                    |                 |
| <b>Owner/Manager &amp; Phone #</b>                        |                   |                    |                 |
| <b>Reason for Leaving</b>                                 |                   |                    |                 |
| <b>Is/Was Rent Paid in Full?</b>                          |                   |                    |                 |
| <b>Did You Give Notice?</b>                               |                   |                    |                 |
| <b>Were You Asked to Leave?</b>                           |                   |                    |                 |
| <b>Name(s) in Which Your Utility Bills are Now Billed</b> |                   |                    |                 |
|   | <b>From/To</b>    | <b>From/To</b>     | <b>From/To</b>  |
| <b>Date of Residency</b>                                  |                   |                    |                 |

**EMPLOYMENT HISTORY (If unemployed, please skip to the next section)**

|                            | Current Employment | Previous Employment | Prior Employment |
|----------------------------|--------------------|---------------------|------------------|
| <b>Employed By</b>         |                    |                     |                  |
| <b>Address</b>             |                    |                     |                  |
| <b>Employers Name</b>      |                    |                     |                  |
| <b>Occupation</b>          |                    |                     |                  |
| <b>Name of Supervisor</b>  |                    |                     |                  |
| <b>Monthly Gross Pay</b>   |                    |                     |                  |
|                            | <b>From/To</b>     | <b>From/To</b>      | <b>From/To</b>   |
| <b>Dates of Employment</b> |                    |                     |                  |

**INCOME SOURCE (Complete this section if unemployed or want to show additional income)**

| If unemployed, what is your source of income?  | How often received?   | How much received? |
|--|---|--------------------|
|  | <input type="checkbox"/> Weekly <input type="checkbox"/> Twice a Month <input type="checkbox"/> Monthly |                    |
|  | <input type="checkbox"/> Weekly <input type="checkbox"/> Twice a Month <input type="checkbox"/> Monthly |                    |
| <b>Is there someone who handles your finances? If yes, please provide their name, phone #, &amp; address</b> |   |                    |
| <b>Name:</b>   | <b>Phone:</b>   | <b>Address:</b>    |

**CREDIT HISTORY**

|                         | Bank/Institute | Balance on Deposit or Balance on Card |
|-------------------------|----------------|---------------------------------------|
| <b>Savings Account</b>  |                |                                       |
| <b>Checking Account</b> |                |                                       |
| <b>Credit Card</b>      |                |                                       |

|                  |  |  |
|------------------|--|--|
| <b>Auto Loan</b> |  |  |
|------------------|--|--|

**VEHICLES**

| Make | Model | Color | Year | License Plate |
|------|-------|-------|------|---------------|
|      |       |       |      |               |
|      |       |       |      |               |

**REFERENCES & EMERGENCY CONTACTS**

|                        | Nearest Relative Living Elsewhere | Friend | Friend |
|------------------------|-----------------------------------|--------|--------|
| <b>Name</b>            |                                   |        |        |
| <b>Address</b>         |                                   |        |        |
| <b>State &amp; Zip</b> |                                   |        |        |
| <b>Phone Number</b>    |                                   |        |        |

By signing the application, you grant us permission to communicate with all the contacts listed in this section in the event we cannot locate you. Furthermore, if you abandon the apartment for any reason then you grant us permission to allow your relative/friend listed above to remove all your personal property from the dwelling on your behalf. Personal property will only be maintained on the property for 72 hours before it is discarded.

**GENERAL INFORMATION**

|   |   |  |
|---|---|--|
| <b>Have you ever been late with your rent? If so, when?</b>           | <b>Do you or another proposed occupant smoke?</b>   | <b>Have you ever filed for bankruptcy? If so, when?</b>  |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <b>When:</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No  | <input type="checkbox"/> Yes <input type="checkbox"/> No <b>When:</b>                                  |
| <b>Have you ever been evicted? If so, when?</b>                       | <b>Have you ever been convicted of a felony? If so, when?</b>   | <b>Have you had any reoccurring problems with your current apartment or landlord? If yes, explain:</b> |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <b>When:</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No <b>When:</b>   | <input type="checkbox"/> Yes <input type="checkbox"/> No   |
| <b>When do you expect to move in?</b>                                 | <b>Do you have an email address we can reach you at?</b>  | <b>Explain:</b>  |
|   |   |  |
| <b>How did you hear about this room?</b>                              | <b>Do you know of anybody else looking for a room? Please provide their name and number. If you refer a friend and you each end up renting separate rooms from us, then we will pay you a referral fee of \$25.00</b> |  |
|   | <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Name:</b>   |  |

**Agreement & Authorization Signature**

I believe that the statements I have made are true and correct. I hereby authorize a credit and/or criminal check to be made, verification of information I provided and communication with any an all names listed on this application. I understand any discrepancy or lack of information may result in the rejection of this application. I understand that this is an application for a room and does not constitute rental or lease agreement in whole or part. I further understand that there is a **non-refundable** fee of **\$25.00** to cover the cost of processing my application and I am not entitled to a refund even if I do not get the room. Any questions regarding rejected applications must be submitted in writing and accompanied by a self-addressed stamped envelope.

\_\_\_\_\_  
Applicants Printed Name

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Responsible Party Printed Name

\_\_\_\_\_  
Responsible Party Signature

\_\_\_\_\_  
Date