

Agent Name _____
Date _____
money order

Property/Unit _____
List of things you need ID, Paystubs, SS Card and \$100.00

RENTAL APPLICATION Equal Housing Opportunity

The undersigned hereby makes an application to rent the following property located at:

PLEASE TELL US ABOUT YOURSELF

Applicant Name _____ Home Phone () _____
Date of Birth _____ Social Security # _____
Email Address: _____ Cell Phone () _____
Co-Applicant Name _____ Home Phone () _____
Co-Applicant Date of Birth _____ Social Security # _____
DOB _____
o you have Pets _____ How many _____ Type _____

PLEASE GIVE RESIDENTIAL HISTORY (LAST 3 YEARS)

Current Address _____ City _____ State _____ Zip _____
Month/Year Moved In _____ Reasons for Leaving _____ Rent \$ _____
Owner/Agent _____ Phone() _____
Previous Address _____ Rent \$ _____
Owner/Agent _____ Phone () _____

PLEASE DESCRIBE YOUR CREDIT HISTORY

	Applicant	Co-Applicant
Have you declared bankruptcy in the past seven (7) years?	Yes___ No___	Yes___ No___
Have you ever been evicted from a rental residence?	Yes___ No___	Yes___ No___
Have you had two or more late rental payments in the past year?	Yes___ No___	Yes___ No___
Have you ever willfully or intentionally refused to pay rent when due?	Yes___ No___	Yes___ No___
Have you ever been convicted of a Criminal Offense?	Yes___ No___	Yes___ No___

PLEASE PROVIDE YOUR EMPLOYMENT INFORMATION

Applicant Employer _____ Dates employed _____
Your Status: Full Time _____ Part Time _____ Other _____
Job Title _____ Supervisor Name _____
Phone () _____ Salary \$ _____ per _____.
(If employed less than 6 months, give name & phone of previous employer _____)

Co-Applicant Employer _____ Dates employed _____
Your Status: Full Time _____ Part Time _____ Other _____
Job Title _____ Supervisor Name _____
Phone () _____ Salary \$ _____ per _____.
(If employed less than 6 months, give name & phone of previous employer _____)

If you have other sources of income that you would like us to consider, please list income, source, and person (banker, employer, etc.) who we may contact for confirmation. You do not have to reveal alimony, child support, or spouse's annual income unless you want us to consider it in this application.

Applicant: Amount \$ _____ Source/Contact Name _____ Phone _____
Co-Applicant: Amount \$ _____ Source/Contact Name _____ Phone _____

PLEASE LIST YOUR REFERENCES

Banking Accounts:

Name _____ Type of Account _____ Account Number _____
Name _____ Type of Account _____ Account Number _____

Personal Reference or Emergency Contact:

Name _____ Address _____
Phone _____ Relationship _____

Driver's License:

Applicant Driver's License Number _____ State _____
Co Applicant Driver's License Number _____ State _____

Vehicle Information:

Make / Model _____ Year _____ License Plate _____ State _____
Make / Model _____ Year _____ License Plate _____ State _____

ADDITIONAL INFORMATION:

Please give any additional information that might help owner/management evaluate this application?

Where may we reach you to discuss this application?

Day Phone # () _____ Night Phone # () _____

I hereby submit an application to lease the above described premises for the term and upon the conditions set forth. I warrant that all statements above set forth are true; however, should any statement made above be a misrepresentation or not a true statement of facts, all of the **\$100 holding fee deposit and/or application fee will be retained** to offset the owner's cost for obtaining credit report, time, and effort in processing my application. **Any cancellation of unit after 24 hour of approval will lose their \$100.00 holding fee.**

I hereby deposit \$ _____ as hold deposit to be refunded to me if this application is not accepted in 7 business banking days. Upon acceptance, this deposit shall be retained as part of the security deposit. When so approved and accepted, I agree to execute a lease for 12 months before possession is given and to pay the balance of the security deposit prior to the move in date. If the application is not approved or accepted by the owner or agent, the deposit will be refunded, hereby waiving any claim for damages by reason of non-acceptance which the owner or agent may reject.

The above information, to the best of my knowledge, is true and correct.

APPLICANT Name (please print)

CO-APPLICANT Name (please print)

APPLICANT Signature

CO-APPLICANT Signature

CREDIT REPORT AUTHORIZATION
Release of Information

I _____, hereby authorize an investigation of my credit report, tenant history and Criminal background information for the purposes of renting a house, apartment, or condominium from this owner/manager.

Address of Rental : _____

Applicant's Name: _____

Home Phone: _____ Cell Phone: _____

Address: _____

City/State/Zip: _____

Social Security Number: _____ Date of Birth _____ DL/ID #: _____ State _____

Name (please print)

Signature

Date

APPLICANT: PLEASE DO NOT WRITE BELOW (FOR OFFICE USE ONLY)

Hold Deposit \$ _____ Received by _____ Date _____

Remaining Deposit \$ _____ Received by _____
Date _____

OFFICE NOTES:

****WARNING/CONFIDENTIAL****

This message is intended for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law.

I certify that all answers given herein are true and complete to the best of my knowledge. I authorized investigation of all statements contained in this application for tenant screenings as may be necessary in arriving at a tenant decision, I understand that the landlord may terminate any rental agreement entered for any misrepresentation made on this application. I have included a clear copy of my Driver's License or State I.D. I warrant that all statements above set forth are true; however, should any statement made above be a misrepresentation or not a true statement of facts, all the hold deposit and/or application fee will be retained to offset the owner's cost for obtaining credit report, time, and effort in processing my application.

Signature: _____

Date: _____

Signature: _____

Date: _____

Thank you,
Cap City Apartments,