

# 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? \_\_\_\_\_

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

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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**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