



# Tenant Application – Confidential

The fee for processing this application is up to \$45.00 per adult and is non-refundable. Each adult (18 or older must fill out a separate application). Additional fees may be required if your references charge a fee.

**Please print legibly and fill in all blanks:**

Today's Date: \_\_\_\_\_

Property for which you are applying: \_\_\_\_\_

Rental price: \_\_\_\_\_ Occupancy date desired: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Social Security number: \_\_\_\_ -- \_\_\_\_ -- \_\_\_\_

**First:** \_\_\_\_\_ **Middle:** \_\_\_\_\_ **Last:** \_\_\_\_\_

Maiden (or other names you have used): \_\_\_\_\_

Birth date: \_\_\_\_\_ Driver's License #/State: \_\_\_\_\_

Marital status: \_\_\_\_ Married \_\_\_\_ Single # of children living with you: \_\_\_\_ Male \_\_\_\_ Female

Full names of all minors to be living with you: \_\_\_\_\_

Name of any other persons who will be living with you: \_\_\_\_\_

Phone # cellular: \_\_\_\_\_ Phone # (other): \_\_\_\_\_

Email address: \_\_\_\_\_

Do you have any pets? \_\_\_\_ yes \_\_\_\_ no What breed/How many? \_\_\_\_\_

Number of vehicles (including company cars) to be kept at this address: \_\_\_\_\_

Vehicle 1 (make/model/color): \_\_\_\_\_ Vehicle 2: \_\_\_\_\_

Please note that only cars on application are authorized to be on the premises.

Do you have a car payment? \_\_\_\_ yes \_\_\_\_ no

**Your current address:** \_\_\_\_\_ Monthly rent: \$ \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Landlord: \_\_\_\_\_ Landlord Phone: \_\_\_\_\_

Reason for moving? \_\_\_\_\_

Is your rent current? \_\_\_\_ yes \_\_\_\_ no Number of late payments: \_\_\_\_\_

Security deposit currently held by landlord: \$ \_\_\_\_\_

**Your previous address:** \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Landlord: \_\_\_\_\_ Landlord Phone: \_\_\_\_\_

Reason for moving? \_\_\_\_\_

Number of late payments at this address: \_\_\_\_\_ Was your security deposit returned? \_\_\_\_ yes \_\_\_\_ no

Have you ever had an eviction filed against you/have you been previously evicted? \_\_\_\_ yes \_\_\_\_ no

Have you ever been arrested for, convicted of, put on probation, or had adjudication withheld or deferred for a felony defense? \_\_\_\_ yes \_\_\_\_ no

Do you give us permission to do a criminal background check? \_\_\_\_ yes \_\_\_\_ no



Current Employment Status:  Full Time  Part Time (less than 32 hours)  Student  
 Retired  Self-Employed  Unemployed  Other \_\_\_\_\_

**Present Employer:** \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Your title: \_\_\_\_\_ How long? \_\_\_\_\_ Salary: \$ \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Cell ph# \_\_\_\_\_ Work # \_\_\_\_\_

**Previous Employer:** \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Your title: \_\_\_\_\_ How long? \_\_\_\_\_ Salary: \$ \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Cell ph# \_\_\_\_\_ Work # \_\_\_\_\_

Do you already own any appliances? (if so, which ones) \_\_\_\_\_

Do you have renter's Insurance?  Any liquid filled furniture?  Have you ever broken a lease?

Ever refused to pay for any reason?  Have you ever filed for bankruptcy?

Do you currently have any utilities in your name?  yes  no

Is there any reason to prevent you from putting utilities in your name?  yes  no

**Emergency Contact:** In the event of some emergency that would prevent you from paying rent when due, is there a relative, person, or agency that could assist you with rent payments?

Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_

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

Name of nearest relative: \_\_\_\_\_ Relationship: \_\_\_\_\_  
(if not your emergency contact)

Full address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Name of Bank and Branch:** \_\_\_\_\_

Do you have a Checking Acct?  Savings Acct?  Credit Card/Type?

Part of our verification process is to request a credit report that is provided to us by **Rent Prep**.

Is there anything negative we may find when we run a credit or criminal background check?  yes  no

If "yes", please explain: \_\_\_\_\_

**Thank you!** for completing an application to rent from us. A fee of **up to \$45.00** is charged to all applicants for the purpose of verifying: credit worthiness, background report, and information furnished. This fee is paid directly to **rentprep.com**. By signing below, applicant represents all information is true, complete, and authorizes annual contact/verification of information, references, and credit for continual tenancy or for collection purposes should it be necessary. If any information is found to be false, the application will be rejected and will be sufficient reason for immediate eviction and loss of deposit. If accepted this application shall become part of the lease agreement.

Within 48 hours of acknowledgement of an approved application, the sum of \$ \_\_\_\_\_ (one month's rent) will be tendered as a holding fee for this rental unit. In the event said unit is leased to the undersigned applicant the above sum will be applied as security deposit in accordance with the terms of the lease. In the event the undersigned does not enter into the lease for any reason whatsoever, this holding fee will be forfeited. In the event that the lessor does not accept this application, the holding fee will be returned.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_