



# LEASE APPLICATION

- PROPERTY ADDRESS: \_\_\_\_\_ DATE OF APPLICATION: \_\_\_\_\_
- APPLICANT: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age \_\_\_\_\_  
 Unmarried  Married  Separated  Divorced Social Security #: \_\_\_\_\_  
 Number of Dependents: \_\_\_\_\_ Names and ages: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_ Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_  
 Driver's License State/Number: \_\_\_\_\_ License Plate State/Number \_\_\_\_\_
- ADDITIONAL OCCUPANTS: *A separate application and credit check fee is required from each applicant 18 or older, and must be attached.*  
 Names & ages: \_\_\_\_\_
- ADDRESS & RENTAL HISTORY: *Applicant must provide current information and rental history for previous two years.*  
**Present Address:** \_\_\_\_\_ Dates: \_\_\_\_\_  
 Landlord or Property Manager: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Mo. Rent: \$ \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
**Previous Address #1:** \_\_\_\_\_ Dates: \_\_\_\_\_  
 Landlord or Property Manager: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Mo. Rent: \$ \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
**Previous Address #2:** \_\_\_\_\_ Dates: \_\_\_\_\_  
 Landlord or Property Manager: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Mo. Rent: \$ \_\_\_\_\_ Reason for leaving: \_\_\_\_\_
- EMPLOYMENT: *Applicant must provide employment history for two years and additional income, if any. If applicant is self-employed, please attach photocopies for the past two years of (A) individual U.S. Tax form 1040 and (B) self-employment Tax Schedule C. If applicant is paid on an hourly or weekly basis, attach form W2 for the past 2 years and two most recent paycheck stubs.*  
**Present Employer:** \_\_\_\_\_ Phone: \_\_\_\_\_  
 Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Position: \_\_\_\_\_ Type of Business: \_\_\_\_\_ Dates: \_\_\_\_\_  
 Gross Monthly Wages/Salary (before deductions): \_\_\_\_\_ Average Monthly Overtime/bonuses: \_\_\_\_\_  
**Previous Employer:** \_\_\_\_\_ Phone: \_\_\_\_\_  
 Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Position: \_\_\_\_\_ Type of Business: \_\_\_\_\_ Dates: \_\_\_\_\_  
 Gross Monthly Wages/Salary (before deductions): \_\_\_\_\_ Average Monthly Overtime/bonuses: \_\_\_\_\_  
**Additional Income:**

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- PERSONAL REFERENCES: *Applicant must provide two personal references that are not relatives, employers or landlords.*  
**Reference #1:** \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
**Reference #2:** \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_
- IN CASE OF EMERGENCY, CONTACT: *On a separate page, list additional contacts, if any.*  
 Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ Business Phone: \_\_\_\_\_

8. BANK REFERENCES: *On a separate page, list additional bank accounts, if any.*

Account #1:  Checking  Savings  Money Market Bank \_\_\_\_\_ Balance \_\_\_\_\_  
 Account #: \_\_\_\_\_ Address: \_\_\_\_\_  
 Account #2:  Checking  Savings  Money Market Bank \_\_\_\_\_ Balance \_\_\_\_\_  
 Account #: \_\_\_\_\_ Address: \_\_\_\_\_  
 Account #3:  Checking  Savings  Money Market Bank \_\_\_\_\_ Balance \_\_\_\_\_  
 Account #: \_\_\_\_\_ Address: \_\_\_\_\_

9. MONTHLY OBLIGATIONS: *On a separate page, list additional child support, alimony, credit cards, loans and other obligations, if any.*

Type of Obligation	Creditor and Account Number	Balance owed	Monthly payment
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

10. IF YOU ANSWER "YES" TO ANY ITEM BELOW, PLEASE EXPLAIN BELOW OR ON A SEPARATE PAGE:

- A. Do you have any outstanding unpaid judgments?  NO  YES
- B. In the last 7 years, have you declared bankruptcy?  NO  YES
- C. Are you a party in a lawsuit?  NO  YES
- D. Have you ever been evicted?  NO  YES
- E. Have you ever been convicted of a crime?  NO  YES
- F. Do you smoke?  NO  YES
- G. Do you have any pets?  NO  YES
- H. Do you own a waterbed or plan to purchase one?  NO  YES

Explanation:

11. AUTHORIZATION: A credit check fee of \$40.00 per adult accompanies this application. I expressly authorize verification of information provided in this application from credit sources, credit bureaus, personal references, current and former landlords and employers. I have the right, under Section 606(b) of the Fair Credit Reporting Act, to make a written request to the credit information source for a complete and accurate disclosure of the nature and scope of any investigation. A credit check may take five business days after receipt of completed application.

12. APPLICATION FEE: The application and authorization fee referenced above includes the fee to perform a credit report check including several public records searches on behalf of the landlord. The agency performing these services, National Tenant Network, will also provide the landlord with a credit score, report, and recommended decision for this fee. Landlords retain final decisions on applications based on credit worthiness.

13. LEASE & PAYMENT: Upon approval and acceptance of my application, I agree to execute a lease in accordance with the terms of the application and to make payment for the balance of the first month's rent and security deposit in the form of a money order or cashier's check. If I fail to execute a lease and/or make payment, the entire application fee accompanying this application shall be forfeited without recourse, as liquidated damages, and split equally between the Landlord and Listing Broker.

14. OCCUPANCY: Property is to be used as a single-family residence, subject to all applicable zoning laws and all rules, regulations, by-laws, and covenants of any applicable Condo or Homeowner's Association. Occupancy is contingent upon property being vacated by the present occupant. I understand that the use or sale of illegal drugs on the premises shall be grounds for termination of lease and occupancy, without recourse, and that all advance rental payments and deposits shall be forfeited as liquidated damages in the event of said termination.

15. CERTIFICATION & REMEDY: I certify that all information provided herein is true and correct and that none of the funds listed are proceeds of illegal activities. I understand that my lease or rental agreement may be terminated and the entire application fee and security deposit shall be forfeited as liquidated damages, without recourse, if I have made any false, incomplete or misleading statement in this application.

*This application is offered without respect to race, creed, religion, physical or mental handicap, color, sex, national origin, age, occupation, personal appearance, political affiliation, sexual orientation or marital status.*

DATE: \_\_\_\_\_ APPLICANT'S SIGNATURE: \_\_\_\_\_

RENTAL AGENT/BROKER: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

BROKER'S MAILING ADDRESS: \_\_\_\_\_