

**TENANCY APPLICATION**

*For office use only:*

APPROVAL YES \_\_\_ NO \_\_\_ BY:  
REASON:

APT. # \_\_\_\_\_ DATE \_\_\_\_\_

RENTAL \$ \_\_\_\_\_

APP. TAKEN BY \_\_\_\_\_

LEASE FROM \_\_\_\_\_ TO \_\_\_\_\_

PAID CREDIT CHECK \_\_\_\_\_ DEPOSIT \_\_\_\_\_ DEP ON \_\_\_\_\_

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**APPLICANT # 1**

Married \_\_\_ Single \_\_\_ Other \_\_\_\_\_

Name (First) \_\_\_\_\_ (Middle) \_\_\_\_\_ (Last) \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Drivers Lic# W/St. \_\_\_\_\_ Home Phone (\_\_\_\_) \_\_\_\_\_

Work Phone (\_\_\_\_) \_\_\_\_\_ ext. \_\_\_\_\_ Cell Phone \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ e-mail: \_\_\_\_\_

Previous Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Presently I Own \_\_\_\_\_ Rent \_\_\_\_\_ Monthly Payment \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Landlord's Name \_\_\_\_\_ Phone\_(\_\_\_\_) \_\_\_\_\_

Employer \_\_\_\_\_

Employer's address \_\_\_\_\_

Position \_\_\_\_\_ Supervisor \_\_\_\_\_

How long have you been employed here? \_\_\_\_\_ Present Salary \$ \_\_\_\_\_ per month

OTHER INCOME \_\_\_\_\_

Credit Card & Bank info. W/Acct#'s 1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

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**APPLICANT # 2**

Married \_\_\_ Single \_\_\_ Other \_\_\_\_\_

Name (First) \_\_\_\_\_ (Middle) \_\_\_\_\_ (Last) \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Drivers Lic# W/St. \_\_\_\_\_ Home Phone (\_\_\_\_) \_\_\_\_\_

Work Phone (\_\_\_\_) \_\_\_\_\_ ext. \_\_\_\_\_ Cell Phone \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Previous Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Presently I Own \_\_\_\_\_ Rent \_\_\_\_\_ Monthly Payment \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Landlord's Name \_\_\_\_\_ Phone\_(\_\_\_\_) \_\_\_\_\_

Employer \_\_\_\_\_

Employer's address \_\_\_\_\_

Position \_\_\_\_\_ Supervisor \_\_\_\_\_

How long have you been employed here? \_\_\_\_\_ Present Salary \$ \_\_\_\_\_ per month

OTHER INCOME \_\_\_\_\_

Credit Card & Bank info. W/Acct#'s 1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

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**Number of people to occupy apartment** Adults \_\_\_\_\_ Children \_\_\_\_\_

Child's name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Child's name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Child's name \_\_\_\_\_ Date of Birth \_\_\_\_\_

**Important: Only those persons specifically identified on this application and on the lease agreement will be permitted to occupy the apartment.**

How did you find out about the apartment complex?

Newspaper \_\_\_\_\_ Internet service \_\_\_\_\_ Which one \_\_\_\_\_

Signs \_\_\_\_\_ Friends \_\_\_\_\_, Who? \_\_\_\_\_ Other \_\_\_\_\_

Number of Motor Vehicles \_\_\_\_\_ Make/Model/Year/Plate #1 \_\_\_\_\_

Make/Model/Year/Plate #2 \_\_\_\_\_

Name of nearest relatives-applicant #1 \_\_\_\_\_

Address \_\_\_\_\_

Relationship \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Name of nearest relatives-applicant #2 \_\_\_\_\_

Address \_\_\_\_\_

Relationship \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Have you ever been evicted or requested to vacate any premises rented or leased for or to you? \_\_\_\_\_

Do you intend to furnish your own refrigerator? \_\_\_\_\_

It is understood that all statements are true and consent is given by the applicant(s) to the Landlord or its agent to verify the above facts, and is hereby authorized to obtain a consumer report, and any other information it deems necessary, for the purpose of evaluating the application. The applicant(s) understands that such information may include, but is not limited to, credit history, civil and criminal information, records of arrest, rental history, employment/salary details, vehicle records, licensing records, and/or any other necessary information. The applicant(s) understand that subsequent consumer reports may be obtained and utilized under this authorization in connection with an update, renewal, extension or collection with respect or in connection with the rental or lease of a residence for which application was made. The applicant(s) expressly release the Landlord, its agents and all it's affiliated entities and any procurer or furnisher of information, from any liability what-so-ever in the use, procurement, or furnishing of such information, and understand that my application information may be provided to various local, state and/or federal government agencies, including without limitation, various law enforcement agencies. The applicant(s) agrees to hold harmless the Landlord, and its agents, from any and all claims which may result from such inquires. It is also understood that this application is merely for consideration and is not to be construed as permission to occupy the premises.

A non-refundable application fee of \$40.00 cash or check is hereby rendered. Should this application not be approved for any reason, the Landlord shall not be responsible for any claim or damage whatsoever. The applicant(s) must provide written verification of income.

After the application is approved the prospective tenant(s) must execute a one-year lease and pay the first full months rent, one and a half months security deposit, and the certificate of occupancy charge within three calendar days.

**ABSOLUTELY NO WASHING MACHINES, DRYERS, SATELLITE DISHES, WATERBEDS OR DOGS**

Amount due within three calendar days after credit approval:

First month rent \_\_\_\_\_  
(1-1/2 x Rent) Security deposit \_\_\_\_\_  
Residential Rental Inspection Certificate charge \_\_\_\_\_

THIS TOTAL DUE WITHIN 3 DAYS AFTER APPROVAL AND MUST BE PAID BY CERTIFIED CHECK, BANK CHECK, OR MONEY ORDER. NO CASH ACCEPTED. Sub total \$ \_\_\_\_\_

TOTAL DUE \$ \_\_\_\_\_

Accepted and agreed

Applicant #1 Signature date

Applicant #2 Signature date

rev. 04/25/07

PRINT NAME: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_