

RENTAL APPLICATION AGREEMENT



I AM INTERESTED IN A ☐ 2-BEDROOM ☐ 3-BEDROOM

APPLICATION FEE IS \$35/ adult.

APPLICANT'S FULL NAME:

FIRST MIDDLE LAST

SS#: _____

DRIVERS LIC#: _____

DOB: ____/____/____
DAY MONTH YEAR

SPOUSE'S FULL NAME:

FIRST MIDDLE LAST

SS#: _____

DRIVERS LIC#: _____

DOB: ____/____/____

PRIMARY PHONE: ____-____-____

OTHER PHONE: ____-____-____

HOME EMAIL: _____

☐ Single ☐ Other ☐ Married ☐ Widowed ☐ Separated

FOR AGENT USE ONLY:

Site: _____

Type: _____

Address: _____

Garage: _____

Extras: _____

Pet(s): _____
Value: \$ _____

Lease Term: _____
Value: \$ _____

Total Rent: \$ _____

Possession Date: ____-____-____

Total Deposit Due: \$ _____

Application Fee Paid: \$ _____

Total Deposit Paid: \$ _____

AVAIL. LIST ☐

RESIDENT DATA SHEET ☐

WEEKLY REPORT ☐

M/I CALENDAR ☐

PRORATED RENT: \$ _____

Rolodex ☐ Change of Status ☐

M/I Package ☐ Card ☐

Gas ☐ Water ☐ Electric ☐

Cover Sheet ☐

New Tenant Folder

PLEASE LIST ALL OTHER RESIDENTS TO OCCUPY PREMISES:

NAME OF RESIDENT RELATIONSHIP AGE

NAME OF RESIDENT RELATIONSHIP AGE

NAME OF RESIDENT RELATIONSHIP AGE

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CREDIT REFERENCES:

Checking Acct #: _____ Bank: _____

Savings Acct #: _____ Bank: _____

PERSONAL REFERENCES: (Use Local When Possible)

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ - _____ - _____

Applicant Parents:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ - _____ - _____

Spouse's Parents:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ - _____ - _____

IN CASE OF EMERGENCY:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ - _____ - _____ Relationship: _____

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ANSWER 'YES' or 'NO'

Have you any collection, judgments, or even taken bankruptcy, had property foreclosed, or given deed in lieu thereof? ☐ YES ☐ NO

Have you ever been evicted from an apartment or violated a rental agreement or contract? ☐ YES ☐ NO

Have you ever been a defendant/participant in a lawsuit? ☐ YES ☐ NO

Do you intend to use the premises other than a residence? ☐ YES ☐ NO

Have you ever been convicted of a felony? ☐ YES ☐ NO

Have you ever been convicted of being a sex offender or designated as a sexual predator? ☐ YES ☐ NO

Please Explain any 'YES' answers:

PETS: ☐ YES ☐ NO

Type of Pet: _____ Age: _____ Breed: _____ Color: _____

Weight: _____ Name: _____

Type of Pet: _____ Age: _____ Breed: _____ Color: _____

Weight: _____ Name: _____

NUMBER OF AUTOS OWNED BY ALL OCCUPANTS: Total #: _____ (Please Describe)

YOUR PRESENT AND PRIOR PLACES OF RESIDENCE (PLEASE GO BACK AT LEAST FIVE YEARS)

PRESENT Address: _____

City: _____ State: _____ Zip: _____

Present Landlord or Mortgagor _____

Monthly Payment: _____

Month & Year Moved In: _____/_____/_____ Planned Move Out: _____/_____/_____

Owner: _____

Landlord's or Mortgagor's Phone #: _____ - _____ - _____

Reason for Leaving: _____

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PREVIOUS Address: _____

City: _____ State: _____ Zip: _____

Present Landlord or Mortgagor _____

Monthly Payment: _____

Month & Year Moved In: ____/____/____ Planned Move Out: ____/____/____

Owner: _____

Landlord's or Mortgagor's Phone #: _____ - _____ - _____

Reason for Leaving: _____

PREVIOUS Address: _____

City: _____ State: _____ Zip: _____

Present Landlord or Mortgagor _____

Monthly Payment: _____

Month & Year Moved In: ____/____/____ Planned Move Out: ____/____/____

Owner: _____

Landlord's or Mortgagor's Phone #: _____ - _____ - _____

Reason for Leaving: _____

PLEASE GIVE YOUR EMPLOYMENT INFORMATION

Applicant's Present Place of Employment:

Work Phone: _____ - _____ - _____

Starting Date: ____/____/____ Position: _____

Supervisor's Name/Phone #: _____

Employer's Address: _____

City: _____ State: _____ Zip: _____

Applicant's Weekly Gross Income: _____

Applicant's Gross Annual Income: _____

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Spouse's Present Place of Employment:

Work Phone: _____ - _____ - _____

Starting Date: _____ / _____ / _____ Position: _____

Supervisor's Name/Phone #: _____

Employer's Address: _____

City: _____ State: _____ Zip: _____

Applicant's Weekly Gross Income: _____

Applicant's Gross Annual Income: _____

PLEASE BE SURE TO READ THIS SECTION:

Applicant(s) represents that the statements above made are true and correct and hereby authorizes verification of references.

Applicant(s) further understand that we will conduct a credit investigation involving the statements above made in order to obtain any public record and credit history.

The Applicant(s) makes Applications to rent a unit for the rental rate in effect at the date specified unit is to be assigned hereafter, and upon approval of this application to sign a Lease in the form presented by the Landlord.

It is understood by the Applicant(s) that this Application is preliminary only and involves no obligation of the Landlord or the Agents of the Landlord to approve this Application or to delivery occupancy of the unit.

It is understood by the Applicant(s) that a copy of the Lease Agreement used by the Landlord will be furnished upon request.

An APPLICATION FEE of \$_____ and \$_____ toward the Security Deposit has been made by Applicant(s) to be held by the Landlord unit:

(1) Applicant(s) execute a Lease in a form presented by the Landlord; (2) this Application is not approved; or (3) Applicant(s) inform the Landlord in writing of his intention to withdraw said Application Fee prior to the date upon which the Landlord assigns a specific unit to the Applicant(s), and provides the Landlord with his forwarding address.

It is understood that upon execution of a Lease in the form presented by the Landlord this Application Fee will not be credited toward the Security Deposit requirement under said Lease.

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It is further understood that in the event this Application is rejected or if the Applicant(s) informs the Landlord, according to the requirements set out herein, of his intentions not to rent, the Application fee will not be returned to the Applicant(s). Once the Application is approved and an address is assigned, in the event the Applicant(s) does not move-in or cancels, all monies paid will be forfeited.

IN NO EVENT WILL THE APPLICATION FEE BE RETURNED TO THE APPLICANT(S).

Applicant's Initials: _____ Date: _____

Applicant's Signature _____

Spouse's Initials: _____ Date: _____

Spouse's Signature _____

Agent: _____

Date: _____

FOR AGENT USE ONLY

APPLICANT'S EMPLOYMENT: _____

SPOUSE'S EMPLOYMENT: _____

RESIDENCE: _____

CREDIT/OTHER: _____

DATE ASSIGNED & ACCEPTED BY APPLICANT: _____

LEASING AGENT: _____

DATE: _____ APPROVED: ☐ DENIED: ☐

COMMENTS: _____

Authorization Request

To Whom It May Concern:

I hereby authorize you to release Village Green Apartments, for verification purposes, information concerning:

1. Employment, dates, title, income, hours worked, etc.
2. Banking and Saving Account(s) of record.
3. Mortgage loan rating, credit and criminal report; (opening date, high credit, payment amount, loan balance and payment record.)
4. Rental history; (Term of Lease, Payment History, Problems and/or any derogatory information.)

Also, I hereby authorize utility service to be established in my name and agree to pay for such service. This information is for the confidential use of Village Green Townhomes. A photographic or carbon copy of this Authorization, (being photographic or carbon copy of the signature(s) of the undersigned), may be deemed to be the equivalent of the original and may be used as a duplicate original. Your prompt response and cooperation to this request is greatly appreciated.

Signature: _____

Social Security #: _____

Signature: _____

Social Security #: _____

Signature: _____

Social Security #: _____