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RENTAL APPLICATION
\$20 APPLICATION FEE (NON-REFUNDABLE)

The undersigned hereby makes an application to rent the following property: _____.

Anticipated move date of _____ at a monthly rent of \$ _____ and security deposit of \$ _____.

PLEASE TELL US ABOUT YOURSELF

Full Name _____ Home Phone () _____
Social Security # _____ Other Phone () _____
Email Address : _____ (optional)

Co-Applicant Name _____ Home Phone () _____
Co-Applicant Social Security # _____ Number of Dependants _____

Full Names of Dependents _____

PLEASE GIVE RESIDENTIAL HISTORY (LAST 3 YEARS)

Current Address _____ Apt# _____ City _____ State _____ Zip _____
Month/Year Moved In _____ Reasons for Leaving _____ Rent \$ _____
Owner/Agent _____ Phone () _____

Previous Address (last 3 years) _____ Apt# _____ City _____ State _____ Zip _____
Month/Year Moved In/Out _____ to _____ Reasons for Leaving _____ Rent \$ _____
Owner/Agent _____ Phone () _____

Previous Address (last 3 years) _____ Apt# _____ City _____ State _____ Zip _____
Month/Year Moved In/Out _____ to _____ Reasons for Leaving _____ Rent \$ _____
Owner/Agent _____ Phone () _____

PLEASE DESCRIBE YOUR CRIMINAL HISTORY

Have you or anyone in your household ever been convicted of a crime? Yes _____ No _____
If yes, please provide a detailed explanation: _____

PLEASE DESCRIBE YOUR CREDIT HISTORY

Have you declared bankruptcy in the past seven (7) years? Yes _____ No _____
Have you ever been evicted from a rental residence? Yes _____ No _____
Have you had two or more late rental payments in the past year? Yes _____ No _____
Have you ever willfully or intentionally refused to pay rent when due? Yes _____ No _____

PLEASE PROVIDE YOUR EMPLOYMENT INFORMATION

Your Status: Full Time _____ Part Time _____ Student _____ Unemployed _____
Employer _____
Dates employed _____ Job Title _____
Supervisor Name _____ Phone () _____
Salary \$ _____ per _____.

(If employed by the above employer for less than 12 months, please provide the name, phone number, and employment dates of previous employer. If you have **more than one employer or if there are 2 applicants**, please provide the information below.)

Your Status: Full Time _____ Part Time _____
Employer _____ Phone () _____ Dates: From _____ to _____
Job Title _____ Supervisor Name _____ Salary \$ _____ per _____

Other Sources of Income:

If you have other sources of income that you would like us to consider, please list income amount, source, and the person (banker, employer, etc.) who we may contact for confirmation. You do not have to reveal alimony, child support, or spouse's annual income unless you want us to consider it in this application. Amount \$ _____ Source/Contact Name _____

BANKING INFORMATION:

Banking Accounts:
Name _____ Type of Account _____ Account Number _____
Name _____ Type of Account _____ Account Number _____

PERSONAL REFERENCE OR EMERGENCY CONTACT:

Name _____ Address _____
Phone _____ Relationship _____

Driver's License:
Your Driver's License Number _____ State _____

Vehicle Information:
Make / Model _____ Year _____ License Plate State _____

ADDITIONAL INFORMATION:

Please give any additional information that might help owner/management evaluate this application?

Where may we reach you to discuss this application?

Daytime Phone # () _____ Evening Phone # () _____

Security Deposit:

I hereby apply to lease the above described premises for the term and upon the set conditions above set forth and agree that the rental is to be payable the first day of each month in advance. As an inducement to the owner of the property and to the agent to accept this application, **I warrant that all statements above set forth are true; however, should any statement made above be a misrepresentation or not a true statement of facts, all of the deposit will be retained to offset the agent's cost, time, and effort in processing my application.**

I hereby deposit \$ _____ as earnest money to be refunded to me if this application is not accepted in 5 business banking days. Upon acceptance, this deposit shall be retained as the security deposit for the term of the lease. **When so approved and accepted, I agree to execute a lease for 12 months once possession is given; otherwise security deposit will be forfeited.** Lessee must give proper notice to vacate, as required in lease by NY state law. (30 days notice). If proper notice is not received security deposit will be forfeited.

The \$20.00 application processing fee is NON-REFUNDABLE. The applicant is hereby waiving any claim for damages by reason of non-acceptance which the owner or agent may reject. I recognize that as a part of your procedure for processing my application, an investigative consumer report may be prepared whereby information is obtained through credit check, background check and personal interviews with others with whom I may be acquainted. This inquiry includes information as to my character, general reputation, personal characteristics and mode of living.

All of the above information, to the best of my knowledge, is true and correct.

Please sign: X _____
Name of Applicant Date

AUTHORIZATION (Release of Information)

I authorize an investigation of my credit, tenant history, banking and employment for the purposes of renting a house, apartment, or condominium from this owner/manager.

Name (Please print)

X _____
Signature Date

APPLICANT: PLEASE DO NOT WRITE BELOW (FOR OFFICE USE ONLY)

Application Fee: \$ _____ Received by _____ Date _____

Security Deposit: \$ _____ Received by _____ Date _____

Copy of ID provided: Yes _____ No _____ OFFICE NOTES: _____
