

**RENTAL APPLICATION FOR \_\_\_\_\_**

The undersigned applicant hereby applies for and offers to execute a lease as provided by S.L. NUSBAUM Realty Co., Managing Agent. The undersigned applicant warrants that the statements contained herein are true. The purpose of this application is to assist Landlord in deciding whether to rent to applicant. Receipt of this application by landlord does not oblige landlord to deliver occupancy of any apartment.

**RENTAL INFORMATION:**

Today's Date: \_\_\_\_\_ Date Apartment needed: \_\_\_\_\_ Floor Preference: \_\_\_\_\_  
Type of Apartment Desired: \_\_\_\_\_ How Did You Hear About Us? \_\_\_\_\_  
How Many People Will Be Living In Your Apartment? \_\_\_\_\_  
First Name: \_\_\_\_\_ M/I \_\_\_\_\_ Last: \_\_\_\_\_  
Birth Date: \_\_\_\_\_ Social Security # \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
State or Government issued ID # \_\_\_\_\_ State: \_\_\_\_\_ Expires: \_\_\_\_\_  
Have you ever been convicted of a felony? Yes  No  Are you a U.S. Citizen? Yes  No

**CURRENT ADDRESS:**

Email Address: \_\_\_\_\_  
Street #: \_\_\_\_\_ Street Name: \_\_\_\_\_ Apt. # \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
How Long At Present Address? From: \_\_\_\_ / \_\_\_\_ to **PRESENT** Current Home/Cell Phone # (\_\_\_\_) \_\_\_\_\_  
Do You? (Please Circle One) **Own** **Rent** **Live with Friends/Family** **Military Housing**  
Landlord / Apt. Community Name: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_  
Are You Currently on a Lease? Yes/No Lease Expires? \_\_\_\_\_ Monthly Payment: \$ \_\_\_\_\_

**PREVIOUS ADDRESS:**

Street # \_\_\_\_\_ Street Name: \_\_\_\_\_ Apt # \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
How Long At Previous Address? From: \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_  
Did You? (Please Circle One) **Own** **Rent** **Live with Friends/Family** **Military Housing**  
Landlord / Apt. Community Name: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

**CURRENT EMPLOYER:**

Company Name: \_\_\_\_\_ Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_ Ext. \_\_\_\_\_  
Position Held: \_\_\_\_\_ Dept./Div.: \_\_\_\_\_ Rate/Rank: \_\_\_\_\_  
Supervisor / Commanding Officer Name: \_\_\_\_\_ Phone # \_\_\_\_\_  
Gross Monthly Wages \$ \_\_\_\_\_ How Long At Present Employer? From: \_\_\_\_ / \_\_\_\_ to **PRESENT**

**PREVIOUS EMPLOYER:**

Company Name: \_\_\_\_\_ Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_ Ext. \_\_\_\_\_  
Position Held: \_\_\_\_\_ Dept./Div. \_\_\_\_\_ Rate/Rank: \_\_\_\_\_  
Supervisor / Commanding Officer Name: \_\_\_\_\_ Phone # \_\_\_\_\_  
Gross Monthly Wages \$ \_\_\_\_\_ How Long At Previous Employer? From: \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_

**ADDITIONAL INCOME:**

Monthly Amount: \$ \_\_\_\_\_ Source: \_\_\_\_\_  
Verification: Document \_\_\_\_\_ Name \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

**EMERGENCY CONTACT: (please list two emergency contacts not living at the same address)**

1. Name of Closest Relative: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone # (\_\_\_\_) \_\_\_\_\_ Relationship: \_\_\_\_\_  
2. Name of 2<sup>nd</sup> Contact: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone # (\_\_\_\_) \_\_\_\_\_ Relationship: \_\_\_\_\_

**BANK INFORMATION:**

Name of Bank: \_\_\_\_\_ State: \_\_\_\_\_  
Checking Account # \_\_\_\_\_ Savings Account # \_\_\_\_\_

**ADDITIONAL OCCUPANTS:**

Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ Relationship: \_\_\_\_\_

**The occupants listed above are the only people permitted to occupy apartment.**

**VEHICLE INFORMATION:**

1. Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate # \_\_\_\_\_ State: \_\_\_\_\_ Expires: \_\_\_\_\_

2. Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate # \_\_\_\_\_ State: \_\_\_\_\_ Expires: \_\_\_\_\_

**Do You Have Pet(s)? YES / NO**

**PET INFORMATION:** (Only in Communities Where Pets Are Permitted)

Pet Name: \_\_\_\_\_ Type: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_

Pet Name: \_\_\_\_\_ Type: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_

**LATCH KEY AUTHORIZATION FOR MINORS:** Circle one: **YES / NO** If YES provide information below:

Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

**Management is authorized to allow the above named into the apartment unattended.**

**EACH APPLICANT AGREES AND REPRESENTS THAT:**

- A. The actual date of possession is subject to the move-out of the current resident, if any, and completion of necessary repairs or remodeling.
- B. All rental payments will be due and payable in advance on the first day of each month.
- C. **A deposit of \$ \_\_\_\_\_ is made herewith. If the application is approved, the deposit will be held, as (partial/full) security as outlined in the lease. The full security deposit will be \$ \_\_\_\_\_. If the applicant notifies the landlord within 3 days of the date of this application that the applicant wishes to cancel this application, the full amount of deposit paid will be refunded. If the Applicant cancels this application after three (3) days, Applicant will be liable for damages based on per diem rent for the monthly amount for the apartment requested. Such damages will begin to accrue four (4) days after the date of this application. Such damages are those reasonably intended to compensate Landlord for holding the rental unit off the open market.**
- D. Applicant(s) hereby authorize Landlord to procure a "consumer report" as defined in the Fair Credit Reporting Act, 15 U.S.C. 1881la(d) seeking information on the credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living of applicants. Applicant(s) tenders, in addition to any security deposit, the amount of \$ \_\_\_\_\_ which applicants acknowledge is the cost of procuring a consumer credit report, employment verification, character references and other administrative set-up costs. This fee is non-refundable.
- E. Applicant(s) is not now renting any residence in a name other than that listed above.
- F. Applicant(s) agrees to a \_\_\_\_\_ month lease commencing \_\_\_\_\_ at a rental of \$ \_\_\_\_\_ monthly for the apartment located at \_\_\_\_\_.
- G. Until Landlord executes and tenders a lease to applicant(s), Landlord shall have the right to reject this application for whatever reason.
- H. Applicant understands that rental rates are subject to change. In order to lock in the current rental rate, an applicant must place a hold fee on an apartment.

The undersigned do hereby acknowledge disclosure that the licensee, S.L. Nusbaum Realty Co., represents the Landlord in a real estate transaction.

By signing below, the applicant gives permission to procure a criminal background check and understands the results of such background check could affect the approval of this application.

**SIGNATURE OF APPLICANT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**OFFICE USE ONLY**

Application Taken By: \_\_\_\_\_ Date: \_\_\_\_\_

M/I Date: \_\_\_\_\_ Mo. Rent: \$ \_\_\_\_\_ Unit Type: \_\_\_\_\_ Address: \_\_\_\_\_

Credit Check By: \_\_\_\_\_ Result: \_\_\_\_\_ Date: \_\_\_\_\_

Rental & Employment Verification By: \_\_\_\_\_ Result: \_\_\_\_\_ Date: \_\_\_\_\_

Criminal Background Check By: \_\_\_\_\_ Result: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

