

## Rental / Lease Application

This information is sought to assure the most **RESPONSIBLE RESIDENTS** possible and to assist the management in case of emergencies. Your cooperation is appreciated. This information will be kept in confidence and used only in relation to the lease contract.

Date: \_\_\_\_\_ Current Phone Number: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

The undersigned hereby makes application to rent \_\_\_\_\_

Occupancy date desired \_\_\_\_\_ for the term of \_\_\_\_\_ months/years.

Rental Rate: \_\_\_\_\_ Deposit Required: \_\_\_\_\_

|                        |             |              |                |                         |
|------------------------|-------------|--------------|----------------|-------------------------|
| Applicant's Last name: | First Name: | Middle Name: | Date of Birth: | Social Security Number: |
|                        |             |              |                |                         |
| Spouse's Last Name:    | First Name: | Middle Name: | Date of Birth: | Social Security Number: |
|                        |             |              |                |                         |

List all vehicles to be parked on the premises by applicant, spouse, or children. (Use additional sheets in necessary)

| Make of Vehicle | Year | License Plate No: | State | Drivers License No: | State |
|-----------------|------|-------------------|-------|---------------------|-------|
|                 |      |                   |       |                     |       |
|                 |      |                   |       |                     |       |

01. Present address \_\_\_\_\_ Zip \_\_\_\_\_ How long? \_\_\_\_\_

02. Present landlord \_\_\_\_\_ Phone # \_\_\_\_\_ Fax# \_\_\_\_\_

03. Has a 30-day written notice been given to present landlord? \_\_\_\_\_ Monthly Rent? \_\_\_\_\_

04. Previous address \_\_\_\_\_ Zip \_\_\_\_\_ How long? \_\_\_\_\_

05. Previous landlord \_\_\_\_\_ Phone # \_\_\_\_\_

06. Check One: Single \_\_\_\_\_ Married \_\_\_\_\_ Divorced \_\_\_\_\_ Widowed \_\_\_\_\_ Separated \_\_\_\_\_ Friends/Partners \_\_\_\_\_

07. Employer: \_\_\_\_\_ Address: \_\_\_\_\_

08. Supervisor's name: \_\_\_\_\_ Phone #: \_\_\_\_\_

09. How long: \_\_\_\_\_ Fax #: \_\_\_\_\_ Monthly income: \$ \_\_\_\_\_

10. Other Sources of Income: \_\_\_\_\_

11. Spouse's Employer: \_\_\_\_\_ Address: \_\_\_\_\_

12. Supervisor's name: \_\_\_\_\_ Phone #: \_\_\_\_\_

13. How long? \_\_\_\_\_ Fax #: \_\_\_\_\_ Monthly income: \$ \_\_\_\_\_

14. List name, age, relationship of all persons to be occupying the premises (including children) :

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

15. Will pets by occupying this property? \_\_\_\_\_ Kind, weight, breed, age: \_\_\_\_\_

16. Will you or any other residents have a waterbed in this property? \_\_\_\_\_

17. Have you or your spouse ever been evicted? \_\_\_\_\_

18. Have you or your spouse ever been sued for:

(a) non-payment of rent? \_\_\_\_\_ (b) damage to a rental property? \_\_\_\_\_

19. Have you or your spouse ever been convicted of a felony? \_\_\_\_\_

20. In case of emergency, notify: \_\_\_\_\_ Relationship \_\_\_\_\_  
Street address \_\_\_\_\_ City \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Work phone \_\_\_\_\_ Home phone \_\_\_\_\_

This application form must be filled out completely. Co-applicants must file separate applications. A photo ID will be requested at the time of application.

Your application will be considered based on the following requirements:

1. Ability to pay rent
2. Good Credit
3. Good previous rental history (if applicable)
4. Complete and accurate information

The applicant hereby applies to rent the above premises for the term and upon the conditions set forth above. Rent is due and payable on the (1<sup>st</sup>) day of each month IN ADVANCE. Partial months are prorated.

A DEPOSIT IS REQUIRED TO HOLD A PROPERTY. UNTIL A DEPOSIT HAS BEEN RECEIVED, A PROPERTY WILL REMAIN ON THE MARKET. ONCE APPLICANT HAS BEEN ACCEPTED AND NOTIFIED, ADVERTISING WILL STOP, THE SIGN TAKEN DOWN AND ALL OTHER APPLICANTS TURNED AWAY. SHOULD APPLICANT DECIDE TO WITHDRAW THEIR APPLICATION AFTER THAT TIME, FOR ANY REASON, THE SECURITY DEPOSIT BECOMES **NON-REFUNDABLE**.

If this application is not approved and accepted by the owner or agent, the security deposit money will be refunded. Applicant may withdraw this application at any time before notification of approval, and deposit will be refunded.

The undersigned person(s) represents that all of the above statements are true and complete and hereby authorize verification of such information. False information given above shall be grounds for owner's rejection of this application, and termination of right of occupancy. By signing this application, the applicant gives permission to STEINBORN INC., REALTORS to do a formal credit check. A **NON-REFUNDABLE** Application Fee is due at time of application: **\$25.00** for the first applicant, plus an additional \$5 for each applicant thereafter. This rental application will **NOT** be processed until such time as the full application fee has been tendered. A credit report will be pulled on each applicant.

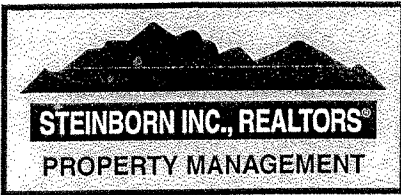
Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Spouse/Partner: \_\_\_\_\_ Date: \_\_\_\_\_

Security Deposit \$ \_\_\_\_\_ Date rec'd: \_\_\_\_\_ Rec'd By: \_\_\_\_\_

(for Property Manager use only)

1. Date applicant and co-applicants were notified of ( ) acceptance or ( ) non-acceptance \_\_\_\_\_.
2. Notification was by ( ) telephone, ( ) letter, copy attached, or ( ) in person.
3. Names of persons to whom above notice was actually given (applicant and all co-applicants are to be notified).  
\_\_\_\_\_
4. Name of owner's representative who notified above persons \_\_\_\_\_.
5. Deadline for applicant and all co-applicants to sign lease (if not already signed) \_\_\_\_\_.



## CREDIT INFORMATION RELEASE

### To Whom It May Concern:

The undersigned applicant has applied to rent a housing unit through Steinborn Inc., REALTORS®.

You are hereby authorized to release any information required by Steinborn Inc., REALTORS®, regarding my rental history or employment history with you. Necessary credit information may include income, payment history, term of agreement, condition of property upon vacating, complaint records, and pet history records, if applicable.

This form may be reproduced or photo-copied and that copy shall be as effective consent as the original we have signed.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

