

**TENANCY APPLICATION**

**Please print, answer all questions and be sure to complete both sides.**

Date \_\_\_\_\_

THE UNDERSIGNED HEREBY MAKES APPLICATION FOR LEASE OF APARTMENT KNOWN AS:

\_\_\_\_\_ APT: \_\_\_\_\_

RENT: \$ \_\_\_\_\_

TERM: One Year

SECURITY: \$ \_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Driver's License #: \_\_\_\_\_

Age: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Driver's License #: \_\_\_\_\_

Children's Names: \_\_\_\_\_

Total number of persons occupying the apartment: \_\_\_\_\_

Employed by:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

Salary: \$ \_\_\_\_\_

Position: \_\_\_\_\_

How long employed: \_\_\_\_\_

(If less than 5 years by above firm, give previous)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Spouse:

Employed by: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

Salary: \$ \_\_\_\_\_

Position: \_\_\_\_\_

Additional income, if any \_\_\_\_\_

References:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Identify banks where you maintain accounts:

Savings: \_\_\_\_\_

Checking: \_\_\_\_\_

Number of motor vehicles in household: \_\_\_\_\_

Plate #: \_\_\_\_\_

Plate #: \_\_\_\_\_

Plate #: \_\_\_\_\_

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

Have you ever been arrested as a disorderly person, or such crime of a personal or moral nature? \_\_\_\_\_

Present Landlord Name: \_\_\_\_\_

Address: \_\_\_\_\_

How long at this address: \_\_\_\_\_

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

**IT IS UNDERSTOOD AND AGREED THAT ABSOLUTELY NO PETS ARE PERMITTED.**

It is understood that the above statements are true and that consent is given to the Agent or Landlord to verify the above facts, and applicant agrees to hold harmless the Landlord from any and all claims as a result of such inquiries. It is also understood and agreed that misrepresentations, falsification or omissions of facts called for is just cause for the lessor to void and nullify any lease pending or in effect and require the lessee to vacate said premises on demand. It is also understood that this application is merely for consideration and is not to be construed as permission to occupy the premises

The terms of this application shall survive and become a part of the written lease to be entered into between the applicant and the Landlord. In the event prospective tenant cancels rental of apartment # \_\_\_\_\_ after three days of the date of application, it is agreed that deposit of \$ \_\_\_\_\_ shall be forfeited. Prospective tenant shall be held to nothing further.

I/We understand that a security deposit of \$ \_\_\_\_\_ is required, payable in advance and that monthly rental is to be \$ \_\_\_\_\_ payable in advance.

Date: \_\_\_\_\_

Witness: \_\_\_\_\_

Signature: \_\_\_\_\_

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**TO BE FILLED IN BY AGENT**

Deposit herewith: \$ \_\_\_\_\_

Balance: \$ \_\_\_\_\_

Possession: \_\_\_\_\_

Date Employment Verified: \_\_\_\_\_

Date Salary Verified: \_\_\_\_\_

Signed: \_\_\_\_\_

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**CREDIT and CRIMINAL RECORD AUTHORIZATION**

I (or we) hereby grant \_\_\_\_\_ permission to obtain a report from a credit reporting agency or otherwise, with regard to my (or our) credit and criminal record for the purpose of evaluating whether we may lease an apartment at: \_\_\_\_\_.

**YOU ARE ADVISED THAT in the event that we refuse to rent an apartment to you based upon the credit report or criminal record:**

1. You will be provided with oral, written or electronic notice of any adverse action.

2. You will be provided with names, address and telephone number of the consumer credit reporting agency (including a toll free number established by any nationwide credit agency if the agency has established one) that furnished the report to us.
3. You are informed that the consumer reporting agency did not make the decision to refuse to rent to you and that it is not able to explain why the decision was made.
4. You have the right to dispute with the consumer reporting agency, the accuracy or completeness of any information provided by the consumer reporting agency.
5. You have the right to obtain a free copy of your file from the reporting agency within 60 days of being notified that we will not rent to you based on a credit report.
6. In the event that we rely on information other than from a consumer reporting agency, such as a prior landlord, public record, etc., you have the right to obtain disclosure of the nature of the information that was relied upon by making a written request to us within 60 days.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_