

PLEASE PRINT CLEARLY

RENTAL APPLICATION

There is a **non-refundable** fee of \$25.00/adult to apply

Each adult (18 or older) must fill out a separate application

Today's Date _____

Desired Move-In Date _____

PREFERENCES: 1 bedroom 2 bedroom 1st floor 2nd floor first available no preference

APPLICANT

First	Middle	Last	Birth Date	Social Security #	Driver's License #
Street Address			Home Phone		Cell Phone
<small>(Address 1)</small>					
<small>(Address 2)</small>			Can you send and/or receive texts on your cell phone? <input type="checkbox"/> Yes <input type="checkbox"/> No		
City	State	Zip Code	E-Mail Address		
All Other Proposed Occupants				Birth Date	Relationship To Applicant

RENTAL/RESIDENCE HISTORY

	Current Residence	Previous Residence	Prior Residence
Street Address			
City			
State & Zip Code			
Last Rent Amount Paid			
Owner/Manager and Phone Number			
Reason for leaving			
Is/Was rent paid in full?			
Did you give notice?			
Were you asked to move?			
Name(s) in which your utilities are now billed:			
	From/To	From/To	From/To
Dates of Residency			

EMPLOYMENT HISTORY

STATUS: full time part-time (32 hrs./week or less) self-employed unemployed retired

	Current Employment	Previous Employment	Prior Employment
Employed By			
Address			
Employer's Phone			
Occupation			
Name of Supervisor			
Monthly Gross Pay or monthly retirement			
	From/To	From/To	From/To
Dates of Employment			

CREDIT HISTORY

	Bank/Institution Name	Contact Name/Contact Phone Number
Savings Account		
Checking Account		
Credit Card		
Auto Loan		

VEHICLES (Include vehicles belonging to other proposed occupants also)

Make	Model	Color	Year	License Plate

REFERENCES

	Reference #1	Reference #2	Reference #3
Name			
Street Address			
City			
State and Zip Code			
Phone Number			
Relationship to applicant			
Length of Relationship			

EMERGENCY CONTACTS (Who you would like us to contact in case of an emergency. They will be contacted in the order listed.)

	Contact #1	Contact #2	Contact #3
Name			
Street Address			
City			
State and Zip Code			
Phone Number			
Cell Phone Number			
Relationship to applicant			

By signing the application you grant us permission to communicate with the emergency contacts listed, in the event we can't locate you. Furthermore, if you abandon the apartment for any reason, then you grant us permission to allow any of the contacts listed above to remove all contents of the dwelling on your behalf.

GENERAL INFORMATION

- | | | | |
|---|--|---|--|
| 1. Have you ever been evicted or sued by a landlord? | <input type="checkbox"/> Yes <input type="checkbox"/> No | 5. Have you ever been convicted of a criminal offense? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. Have you ever been served a late rent notice? | <input type="checkbox"/> Yes <input type="checkbox"/> No | 6. Have you ever filed for bankruptcy? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. Have you ever broken a lease? | <input type="checkbox"/> Yes <input type="checkbox"/> No | 7. Do you or any of the proposed occupants smoke? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 4. Have you been a party to a lawsuit in the past? | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |

If yes to any of the above questions, please explain:

We will run a credit and a criminal background check. Is there anything negative we will find that you want to comment on?

How did you hear about Outer Drive Apartments?

Agreement & Authorization Signature

I believe that the statements I have made are true and correct. I hereby authorize a credit and/or criminal check to be made, verification of information I provided and communication with any and all names listed on this application. I understand that any discrepancy or lack of information may result in the rejection of this application. I understand that this is an application for an apartment and **does not** constitute a rental or lease agreement in whole or part. I further understand that **there is a non-refundable fee of \$25.00** to cover the cost of processing my application and I am not entitled to a refund even if I don't get the apartment. Any questions regarding rejected applications must be submitted in writing and accompanied by a self-addressed stamped envelope.

Signature: _____

Date: _____

Applicant: Please do not write below (for office use only)

Credit Fee: \$_____ Date: _____ Security Deposit: \$_____ Date: _____

Credit Report Requested Date: _____ Received Date: _____

Review Date: _____ By: _____ Approved: Yes No

NOTES:
