

RENTAL APPLICATION



This application is required for any person 18 years older. Please make sure the information provided is accurate and complete, so your application can be processed quickly. **Owner/Manager my require additional information. Incomplete applications will delay the process.**

The undersigned hereby makes application to rent the building at _____ Unit # _____
Anticipated move-in date: ____ / ____ / ____ . Monthly rent: _____ Security deposit: _____
Terms of lease is for _____ months. **I understand parking is not included in the lease amount listed above.**

PERSONAL INFORMATION

FULL NAME: _____
FIRST LAST MIDDLE NAME
MOBILE PHONE: _____ EMAIL ADDRESS: _____
DATE OF BIRTH: _____ SOCIAL SECURITY NUMBER: _____

DEPENDANT INFORMATION

FULL NAME: _____ DATE OF BIRTH: _____
FULL NAME: _____ DATE OF BIRTH: _____

RESIDENTIAL HISTORY (Current rental information is less than three years fill-out the next section)

CURRENT ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____
UNIT #
LANDLORD NAME: _____ LANDLORD PHONE #: () _____
LANDLORD EMAIL: _____ MOVE-IN DATE: _____ MOVE-OUT DATE: _____
REASON FOR LEAVING: _____ MONTHLY RENT: _____

RESIDENTIAL HISTORY (Complete is you have lived at your current address less than 3 years)

PREVIOUS ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____
UNIT #
LANDLORD NAME: _____ LANDLORD PHONE #: () _____
LANDLORD EMAIL: _____ MOVE-IN DATE: _____ MOVE-OUT DATE: _____
REASON FOR LEAVING: _____ MONTHLY RENT: _____

EMPLOYMENT INFORMATION

EMPLOYMENT STATUS: FULL TIME PART TIME STUDENT UNEMPLOYED
EMPLOYER / SCHOOL: _____ POSITION: _____
EMPLOYER ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____
GROSS ANNUAL SALARY: _____ START DATE: _____
HUMAN RESOURCE PHONE #: () _____ FAX: _____

ADDITIONAL INCOME (Other sources of income) (You do not have to reveal alimony, child support, or spouse's annual income unless you want us to consider it in this application.)

GROSS ANNUAL INCOME: _____ SOURCE: _____
CONTACT NAME: _____ CONTACT PHONE#: () _____
GROSS ANNUAL INCOME: _____ SOURCE: _____
CONTACT NAME: _____ CONTACT PHONE#: () _____

ADDITIONAL INFORMATION

Have you ever been evicted? NO YES
Do you owe any current or previous landlord money? NO YES
Have you ever refused to pay rent? NO YES
Have you filed for bankruptcy, what year? NO YES YEAR _____
Have you been convicted of a felony? NO YES
Do you have any collections over \$500? NO YES

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

PET(S) INFORMATION

TYPE OF PET: _____ BREED: _____ WEIGHT: _____
TYPE OF PET: _____ BREED: _____ WEIGHT: _____

VEHICLE INFORMATION

MAKE: _____ MODEL: _____
YEAR: _____ COLOR: _____
LICENSE PLATE #: _____ LICENSE PLATE STATE: _____

OVERNIGHT PARKING: Except in areas specifically designated by the Village for on-street overnight permit parking, night parking is prohibited on the Village streets from 2:30am to 6:00am. The tenant is responsible for providing a legal parking space for tenant's vehicle during these hours to the extent such parking is not provided by the building owner. Call 708-358-PARK for more information.

I warrant all statements are true. I understand any false information or misrepresentations on this application will cause this application to be denied. The credit check fee of \$ _____ is non-refundable. The earnest money of \$ _____ to hold the apartment and is non-refundable unless the application is declined. When the application is approved the earnest money will be applied towards the security deposit and the building manage/owner will contact me to sign my lease and pay the remainder of the security deposit before possession is given and prior to move-in date or I will forfeit the earnest money. I also understand I have 48 hours to submit any additional required documents or this application may be rejected and I may lose my earnest money/deposit.

APPLICANT SIGNATURE: _____ DATE: _____

**AUTHORIZATION
Release of Information**

I, _____ (PRINT NAME), do authorize the building manager/owner to obtain my credit, tenant history, banking, employment, criminal background and any other screening for the purpose of completing my rental application. Furthermore, I authorize any prior landlord or employer to release information to the building manager/owner for the purpose of renting this apartment; and for the building owner/manager to provide our rental referral service your name and other required rental closeout information.

APPLICANT SIGNATURE: _____ DATE: _____

OFFICE USE ONLY

PHOTO ID
EARNEST MONEY CHECK AMOUNT \$ _____ CREDIT CHECK FEE \$ _____
RECEIVED BY: _____ DATE: _____
OWNER 24 EMERGENCY CONTACT #: () _____ MAXIMUM OCCUPANCY OF THE UNIT: _____