

APPLICATION TO RENT

\$25.00 per person App. fee

Property Address: _____ Rent Amount: \$ _____

Deposit Amount: \$ _____

Lease term required: ☐ Six (6) month minimum ☐ One (1) year minimum ☐ Month to Month

Water, Sewer and Garbage are paid for by: ☐ Owner ☐ Tenant

Lawn Service is provided by: ☐ Owner ☐ Tenant

Pets: ☐ O.K. With additional deposit of \$ _____ per pet ☐ Not accepted at this property

NOTE: Before filling out this application please read and understand our application policies:

- 1) EACH PERSON OVER 18 WHO INTENDS TO LIVE IN THE PROPERTY MUST FILL OUT A SEPARATE APPLICATION AND PAY THE \$25.00 APPLICATION FEE.
- 2) A NON-REFUNDABLE \$25.00 APPLICATION FEE PER PERSON IS DUE BEFORE ANY APPLICATION WILL BE RUN. CAN BE PAID BY CREDIT CARD BY FILLING OUT INFORMATION ON REVERSE SIDE.
- 3) The application must be completely filled out on both sides in order to be run. Please x-out or write N.A. if necessary.

If an application is not filled out completely it will be processed as much as possible but may not be considered in a timely manner if the balance of the information is not available.

Social Security Number

Date of birth:

Mo.

Day

Year

Last Name

M.I.

First Name

Driver's Lic. # and State

Current Address

City

State

Zip

Rent Amount/Monthly Payment

Landlord/Manager/Mortgage Co.

Phone Number (incl. area code)

How long at current address?

Previous Address dates rented/owned to and from

Rent/Mortgage Amount

Landlord/Manager + Phone number

Please list the reason for leaving your current residence.

Desired Move-in Date

Current Employer

Verification phone number and person to contact.

Hire Date: Month & Year

If less than one year, please list prior employment and contact phone #.

Emergency Contact Name and Phone Number

Gross Income: _____ per ☐ month ☐ year. Other income: _____

Please indicate amount and source

PET(S) - Number, type and approximate weight: _____

Name(s), age & relation to applicant of all other occupants: _____

Have you ever filed for Bankruptcy or been a party to an Unlawful Detainer Action (Eviction): ☐ Yes ☐ No

Have you given a 30 day notice to vacate at your current residence (if necessary): ☐ Yes ☐ No ☐ Not Necessary

Have you or another prospective occupant ever been arrested for a drug related offense: ☐ Yes ☐ No

Do you smoke: ☐ Yes ☐ No Note: We do not allow smoking inside any property we manage.

Applicant agrees to the following in applying for this property:

- 1) I will fill out the application completely and write none or N/A where necessary, leaving no blank reply lines/boxes.
- 2) I understand that an incomplete application will be processed as much as possible but will delay the completion of the application process.
- 3) I understand that it takes between 24 and 48 hours to process an application and that applications can only be processed Monday through Friday. This time may take longer if information verifications cannot be made in a timely manner.
- 4) I represent that all information and statements are true and correct. I authorize verification of all information on this application. I understand that if this application is approved based on any false or misleading information that my tenancy may be terminated immediately. If 916 Properties is unable to verify any information on this application, the application may be rejected.
- 5) I understand that if my application is approved, to reserve the unit for occupancy the security deposit must be paid within 24 hours of approval of this application. **The security deposit and first month's rent must be paid by cashier's check or money orders.**
- 6) My best guess is that my credit score is: ☐Excellent ☐Good ☐Fair ☐Poor
- 7) I understand that if I/we are approved for the rental and we pay a deposit but fail to consummate a rental agreement for the property as promised and fail to take possession, a daily fee will be charged to me/us equal to the daily prorated rent plus advertising, maintenance and management costs.
- 8) A valid photo I.D. is required of all applicants.

I, the applicant, have read and understand the above and certify that all information provided herein is true and correct:

Applicant

Date

Contact Info: Home:() _____ Cellular:() _____
E-mail: _____

916 Properties will attempt to leave messages at both work and home numbers. If there is no message machine or applicant does not return a call with acknowledgment of acceptance within 12 hours of notification, the application may be withdrawn from active consideration.

The amount charged is itemized as follows: 1) Actual cost of credit report, unlawful detainer search and /or other screening reports: \$17.50
2) Cost to obtain, process and verify screening information (may include staff and other soft costs): \$7.50
Total cost: \$25.00

APPLY BY FAX: 866-679-0769 or Scan & Email to:terryk@916properties.com

**CREDIT CARD INFORMATION MUST BE FILLED
IN AND AUTHORIZATION SIGNED**

Credit card payment

Credit Card Number

Exp. Date

CCV

Name on Card

of applicants

X \$25.00 application charge and processing fee = \$ _____
Total Charge

Name of Other Applicants to be Charged on this Account

Signature