

# **RESIDENTIAL RENTAL APPLICATION**

## **Picture ID Required For All Applicants**

**Please Print Clearly**

1. Applicant's Home Phone (\_\_\_\_) \_\_\_\_\_ Co-Applicant's Home Phone (\_\_\_\_) \_\_\_\_\_  
2. How were you referred to us? \_\_\_\_\_ Applicants ever lived at Richlawn Acres, Tropical Village, Andover Courtyard or Grant Street \_\_\_\_\_

### **APPLICANT GENERAL INFORMATION**

3. PRINT Applicant's First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_ Suffix \_\_\_\_\_ Sex (M/F) \_\_\_\_\_  
4. Present Address: Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Move-in Date \_\_ / \_\_ / \_\_

**Rental Agent Verified?**

5. Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DOB \_\_ / \_\_ / \_\_ Driver's Lic. # \_\_\_\_\_ State \_\_\_\_\_  
6. Marital status: Single \_\_\_\_\_ Married \_\_\_\_\_ Divorced \_\_\_\_\_ Widowed \_\_\_\_\_ Separated \_\_\_\_\_ Mother's Maiden Name: \_\_\_\_\_

### **APPLICANT RESIDENTIAL, EMPLOYMENT AND CREDIT HISTORY**

7. Present Apartment or Landlord \_\_\_\_\_ Landlord's Phone Number (\_\_\_\_) \_\_\_\_\_  
Rent amount \$ \_\_\_\_\_ / month. Reason for Leaving \_\_\_\_\_
8. Previous Address: Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
From \_\_ / \_\_ / \_\_ To \_\_ / \_\_ / \_\_
9. Employer \_\_\_\_\_ Address \_\_\_\_\_ Type of Work/Position \_\_\_\_\_  
Company's Phone No. (\_\_\_\_) \_\_\_\_\_ Work Phone (\_\_\_\_) \_\_\_\_\_ Gross Monthly Income \$ \_\_\_\_\_ Start Date \_\_ / \_\_ / \_\_
10. Prev. Empl. (if above less than 6 months) \_\_\_\_\_ Address \_\_\_\_\_  
Type of Work \_\_\_\_\_  
Company's Phone No. (\_\_\_\_) \_\_\_\_\_ Net Monthly Income \$ \_\_\_\_\_ Start Date \_\_ / \_\_ / \_\_  
End Date \_\_ / \_\_ / \_\_
11. Name of Bank \_\_\_\_\_ City \_\_\_\_\_ Checking Acct. No. \_\_\_\_\_  
Savings Acct. No. \_\_\_\_\_  
Additional Credit references \_\_\_\_\_ Acct. No.(s) \_\_\_\_\_
12. Do you have any outstanding Personal loans, Student loans, Auto loans or Mortgages? \_\_\_\_\_ If yes, list Types and Amounts: \_\_\_\_\_
13. Have you ever broken a lease? \_\_\_\_\_ Have you ever been evicted? \_\_\_\_\_ Have you ever been convicted of a felony? \_\_\_\_\_  
Have you ever filed bankruptcy, garnished wages or been sued for non-payment of rent or damages to rental property? \_\_\_\_\_

If yes, please detail situation or felony charges

**ADDITIONAL OCCUPANTS, VEHICLES AND PETS**

14. Other occupants to live in apt? (Not Applicant and Co-Applicant):

Name \_\_\_\_\_ DOB \_\_/\_\_/\_\_ Relationship \_\_\_\_\_  
Name \_\_\_\_\_ DOB \_\_/\_\_/\_\_ Relationship \_\_\_\_\_  
Name \_\_\_\_\_ DOB \_\_/\_\_/\_\_ Relationship \_\_\_\_\_

15. List All Vehicles to be parked on the premises (cars, trucks, motorcycles, trailers, boats):

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ License No. \_\_\_\_\_ State \_\_\_\_\_ Type of Vehicle \_\_\_\_\_  
Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ License No. \_\_\_\_\_ State \_\_\_\_\_ Type of Vehicle \_\_\_\_\_

16. Will any pet(s) reside or visit here? \_\_\_\_ No. of Pets \_\_\_\_ Type(s) \_\_\_\_\_ Breed(s) \_\_\_\_\_ Weight(s) \_\_\_\_\_ Age(s) \_\_\_\_\_

NOTE: Pets are allowed ONLY with prior written consent from the owner. Pets may not be allowed at all of owner's properties.

Unapproved pets are a lease violation and can result in eviction from the unit.

**EMERGENCY INFORMATION**

17. In case of emergency, notify \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Relationship \_\_\_\_\_ Address: Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**CO-APPLICANT RESIDENTIAL AND EMPLOYMENT INFORMATION**  
**(Fill in "SAME" if same as Applicant)**

18. PRINT Co-Applicant's First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_ Suffix \_\_\_\_\_  
Sex (M/F) \_\_\_\_\_

19. Present Address: Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Move-in Date \_\_\_\_\_

Rental Agent Verified?

20. Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DOB \_\_/\_\_/\_\_ Driver's Lic. # \_\_\_\_\_  
State \_\_\_\_\_

21. Marital status: Single \_\_\_\_\_ Married \_\_\_\_\_ Divorced \_\_\_\_\_ Widowed \_\_\_\_\_ Separated \_\_\_\_\_ Mother's Maiden Name: \_\_\_\_\_

22. Present Apartment or Landlord \_\_\_\_\_  
Landlord's Phone Number (\_\_\_\_) \_\_\_\_\_ Rent amount \$\_\_\_\_\_/month. Reason for Leaving \_\_\_\_\_

23. Previous Address: Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
From \_\_/\_\_/\_\_ To \_\_/\_\_/\_\_

24. Employer \_\_\_\_\_ Address \_\_\_\_\_ Type of Work/Position \_\_\_\_\_  
Company's Phone No. (\_\_\_\_) \_\_\_\_\_ Work Phone (\_\_\_\_) \_\_\_\_\_  
Gross Monthly Income \$ \_\_\_\_\_ Start Date \_\_/\_\_/\_\_

25. Prev. Empl. (if above less than 6 months) \_\_\_\_\_ Address \_\_\_\_\_  
Type of Work \_\_\_\_\_ Company's Phone No. (\_\_\_\_) \_\_\_\_\_ Net Monthly Income \$ \_\_\_\_\_  
Start Date \_\_/\_\_/\_\_ End Date \_\_/\_\_/\_\_

26. Name of Bank \_\_\_\_\_ City \_\_\_\_\_ Checking Acct. No. \_\_\_\_\_  
Savings Acct. No. \_\_\_\_\_

Additional Credit references \_\_\_\_\_ Acct. No.(s) \_\_\_\_\_

27. Do you have any outstanding Personal, Auto or other loans? \_\_\_\_\_ If yes, list Types & Amounts:  
\_\_\_\_\_

28. Have you ever broken a lease or been evicted? \_\_\_\_\_ Convicted of felony? \_\_\_\_\_ Filed  
bankruptcy, garnished wages or sued  
for non-payment of rent or damages to property? \_\_\_\_\_ if yes, detail and list felony charges  
\_\_\_\_\_

**CORRECT INFORMATION**

All applicants represent that all of the above statements are true and complete, and hereby authorize owner to obtain written and oral verification of above information and references, including but not limited to a credit check, prior eviction check and criminal background check. Furthermore, all applicants release and hold harmless any Credit Reporting Agencies, present and past employers, present and past landlords, and their agents, owners and affiliates (including but not limited to officers, directors and employees) who provide information to owners or agents, upon request, from any and all claims, demands, suits and expenses arising from or related to the content, validity or handling of said information. All applicants acknowledge that false information herein may constitute a criminal offense under the laws of the state of Ohio. All applicants agree to the terms of the "Security Deposit Agreement" below.

**SECURITY DEPOSIT AGREEMENT**

If application is approved, applicant will be notified by telephone and will have the opportunity to pay the full security deposit on a first come, first serve basis. A full non-refundable security deposit will hold the unit for a maximum of 14 days. If applicant has not made an appointment with owner or owner's agent to sign a lease within the 14 days from date of application, the unit will be offered to someone else. Applicant also agrees that the security deposit and/or first months rent will not be paid for by Lifeline, Catholic Social Services, or any other charitable organization. Keys will be furnished only after a written lease has been signed, the proper utility companies have been notified and the applicant shows proof that these utilities were placed in their name. This application is preliminary only and does not obligate the owner or any owner's agent to execute a lease or deliver possession of proposed premises.

**CONTEMPLATED LEASE INFORMATION**

**(THE REPRESENTATIVE OF THIS COMMUNITY WILL NOT ACCEPT CASH PAYMENTS)**

Application Fee \$ \_\_\_\_\_ (Non-refundable \$25 per Applicant) Security Deposit \$ \_\_\_\_\_  
One-Time Pet Fee \$ \_\_\_\_\_  
Monthly Rent \$ \_\_\_\_\_ + Pet Rent \$ \_\_\_\_\_ = Total Rent \$ \_\_\_\_\_

Apt. Requested # \_\_\_\_\_ No. Bedrooms \_\_\_\_\_ Apartment Address: 555 W. Jackson St. City/State:  
Painesville, OH 44077

Date of occupancy/move-in: \_\_\_\_\_ Term of Lease: \_\_\_\_\_ Months Total No. Occupants:  
\_\_\_\_\_ Furnished? No

Utilities paid by owner as follows: Water, Sewer, Trash

Applicant Signature \_\_\_\_\_ Date \_\_ / \_\_ / \_\_ Co-Applicant Signature  
\_\_\_\_\_ Date \_\_ / \_\_ / \_\_