

PROPERTY _____

MONTHLY RENT \$ _____ SECURITY DEPOSIT \$ _____ LEASE FEE \$100.00 KEY \$20.00 CASH BINDER \$ _____ (non-refundable)

of applications: _____ (Every adult must fill out an application) _____ AVAILABLE FOR MOVE IN _____

APPLICANT (Please Print Clearly and answer ALL questions)

Name _____ Social Security # _____

Date of Birth _____ Age _____ Marital Status _____ Drivers Lic. No./ID No. & State _____

Number of Adults: _____ Number of Children _____

Children: Name/Age/Sex _____

How Many Pets Do You Have? _____ Type: _____ Breed: _____ Weight: _____ Age: _____ (pet addendum required- Deposit \$150.00, Fee \$100.00 (non-refundable), Rent increase \$10.00 per month – many properties do not allow ANY pets!)

WHEN DO YOU WANT TO MOVE IN: _____ YOU HAVE SEEN THIS PROPERTY & IT IS ACCEPTABLE TO YOU? YES/NO

RESIDENCE HISTORY

Contact Info:

Home # _____ Work # _____ Cell # _____ E-mail _____

Current Address

Street _____ City _____ State _____ Zip _____
Current Landlord _____ Phone () _____ Month/Year Moved In _____

Rental Rate \$ _____ Reason Leaving _____ Name Lease is in _____

Previous Address

Street _____ City _____ State _____ Zip _____
From _____ to _____ Landlord _____ Phone () _____ Rent \$ _____

ANY OTHER RENTAL HISTORY _____

EMPLOYMENT INFORMATION

Present Employer _____ Address _____ Phone () _____

Position _____ How long _____ Supervisor _____ Hour work weekly _____ Salary/Hourly Pay \$ _____

Previous Employer _____ Phone () _____ From _____ to _____ Salary \$ _____

ANY OTHER SOURCE OF INCOME YOU WISH US TO CONSIDER Amount \$ _____ Source _____

CREDIT REFERENCES

Do you have any credit? Yes/No. With whom _____

Do have any debts? Yes/No. List whom with and type _____

HAVE YOU EVER? (Circle Yes or No) If you answer YES to any question, please explain.

Been sued or had any Eviction papers filed against you YES / NO* Been evicted or asked to move out. YES / NO *

Broken a Rental Agreement or Lease. YES / NO* Declared Bankruptcy? YES/NO

Explain: _____

Have you ever been arrested for any reason? YES/NO

If Yes -Why & when: _____

BANK _____ Type of Account(s) _____

VEHICLES: Total # (including Company) that will be parked at the property: _____

Make/ Model _____ Year _____ Color _____ Tag# _____

Make/ Model _____ Year _____ Color _____ Tag# _____

In Case of Emergency Notify _____ Phone () _____ Relationship _____

PERSONAL REFERENCES (Not a relative or employer)

Name _____ Address _____ Phone _____

Name _____ Address _____ Phone _____

**Notification and Release
DWELLE PROPERTY MANAGEMENT**

The information contained in my application for tenancy with Dwelle Property Management (hereafter referred to as the Landlord) is true to the best of my knowledge and belief. I understand that any misrepresentation or false statement made by me in connection with the application or any related documents which is deemed material by the Landlord shall result in the Landlord not granting me tenancy. I understand and agree that all information furnished in my application and all attachments may be verified by the Landlord. I hereby authorize all individuals and organizations named or referred to in my application and any law enforcement organizations to give the Landlord all information relative to such verification and hereby release such individuals, organizations and Dwelle Property Management from any and all liability for any claim or damage resulting there from. I hereby acknowledge that I have been informed by Dwelle Property Management that they may seek to obtain a consumer report and /or investigative report that will include personal information regarding me, including but not limited to, educational history, work references, driving record and criminal convictions or arrest records if allowed, in order to assist Dwelle Property Management in making certain tenancy decisions.

List all names that you have use during the last seven (7) years (including married, maiden & Aliases):
Please print.

Name (First, Middle, Last): _____ Date of Birth: ____/____/____

Maiden Name (First, Middle, Last): _____ Dates used: ____/____/____ to ____/____/____

Social Security # _____ - _____ - _____ Driver's License/ID # _____ State _____

CURRENT AND PREVIOUS ADDRESS (ES). Use extra page if necessary:

Street _____ From: _____

City, State, County _____ To: _____

Street _____ From: _____

City, State, County _____ To: _____

Street _____ From: _____

City, State, County _____ To: _____

I hereby agree to pay a **CASH** fee of \$ **40.00** per adult or \$ **60.00** for a married couple, for the purpose of processing a credit report and a police report.

I agree to pay a **Cash Binder** (good faith money) equal to the amount listed above (usually ½ month's rent). If the application is approved the binder will be applied to the first month's rent. The Required security deposit must be paid before I can take possession of the property. The deposit must be paid & lease signed within 24 hours of approval. **If this application is approved and I fail to sign a lease & pay my deposit within the 24 hours, I understand the binder is forfeited as liquidated damages.** These reports are to be used as an aid to determine whether or not DWELLE PROPERTY MANAGEMENT can rent to me; it being understood and agreed herewith that no information from this report can be given to me and it is also understood and agreed that the application fees are not refundable to me, if I do or do not rent this property. If the above property is rented to me, this application is to be attached and made a part of that agreement. I understand that I must provide pay all money in full, valid Photo state issued ID and proof of income before the application can be processed.

Applicant Signature: _____ **Date** _____

Signature required to process application.

REQUIRED TO FILL OUT AN APPLICATION:

Each adult to be living on the property must fill out an application and provide the following Applications must be turned into the office in person.

Picture ID (valid state issued)

Social Security Card/number

Proof of Income: (3-4 latest pay check stubs, statement of payment from SSI, Disability, etc or last 2 months bank account statements to prove direct deposit or if self employed- must provide copy of last year tax return)

_____ **Application fee: Cash \$40.00 per adult or \$60.00 for a legally married couple**

_____ **Cash Binder: (This amount will is usually 1/2 a months rent).**

This will be applied to first month rent if a lease is signed.

It will be refunded if we turn you down

It will be forfeited if we agree to rent to you and you change your mind & do not sign the lease and pay your deposit within 24 hours of being approved.

**We check: Rental History
 Credit
 Income verification
 Criminal background check**

_____ **SECURITY DEPOSIT MUST BE PAID ONCE APPLICATIONS IS APPROVED:**

**Security Deposit (Usually equal to one month's rent.) Must be paid in cash.
(A double deposit can be required)**

Must be paid and the lease signed within 24 hours of approval. Failure to pay deposit and sign lease within the 24 hour time will result in forfeiture of the cash binder paid.

_____ **\$20.00 Key Deposit**

_____ **MOVE IN: Rent will be determined once move in date is set. We will pro-rate rent.**

Must take possession of property, move in and pay rent within 10 days to 2 weeks of signing the lease.

NOTES: