

Screening Application

How did you hear about our community? _____

Name of Property	Rental Rate	Unit Type	Apt No#	Occupancy Date
Leasing Agent	Single Occupant Yes No	Co-Signer Yes No		Roommate Spouse

GENERAL INFORMATION

Last Name	First Name	MI	Social Security #	Birth Date
Last Name	First Name	MI	Social Security #	Birth Date
# Of Occupants	Ss#	Name:		Birth Date:
	Ss#	Name:		Birth Date:
	Pet Description	Driver's License Number/State		Driver's License Number/State
MAKE	MODEL	YEAR & COLOR		LICENSE PLATE #

RESIDENTIAL INFORMATION

PRESENT ADDRESS	STREET ADDRESS & APARTMENT #	HOME PHONE #	RENTAL AMOUNT
CITY	STATE	ZIP CODE	HOW LONG? FROM _____ TO _____
E-MAIL ADDRESS:			
NAME OF LANDLORD & APARTMENT NAME (IF OWN, NAME OF MORTGAGE CO.)			LANDLORD PHONE #
PREVIOUS ADDRESS	STREET ADDRESS & APARTMENT #	HOME PHONE #	RENTAL AMOUNT
CITY	STATE	ZIP CODE	HOW LONG? FROM _____ TO _____
NAME OF LANDLORD & APARTMENT NAME (IF OWN, NAME OF MORTGAGE CO.)			LANDLORD PHONE #
PREVIOUS ADDRESS	STREET ADDRESS & APARTMENT #	HOME PHONE #	RENTAL AMOUNT
CITY	STATE	ZIP CODE	HOW LONG? FROM _____ TO _____
NAME OF LANDLORD & APARTMENT NAME (IF OWN, NAME OF MORTGAGE CO.)			LANDLORD PHONE #
HAVE YOU EVER WILLFULLY REFUSED TO PAY RENT? IF SO, WHY? HAVE YOU EVER FILED BANKRUPTCY OR ARE YOU PREPARING TO FILE BANKRUPTCY?			
HAVE YOU EVER BEEN CONVICTED OF OR CHARGED WITH A MISDEMEANOR OR FELONY OFFENSE? HAVE YOU EVER BEEN ARRESTED? PROVIDE AN EXPLANATION SEPARATELY.			
HAVE YOU EVER EVICTED FROM ANY RESIDENCE? IF SO, WHY?			

EMPLOYMENT INFORMATION

APPLICANT'S EMPLOYMENT	NAME OF EMPLOYER	ADDRESS	CITY & STATE	ZIP CODE
	POSITION/DEPARTMENT	HOW LONG? FROM _____ TO _____	PHONE#	MO. INCOME (GROSS)
Previous Employment	POSITION/DEPARTMENT	HOW LONG? FROM _____ TO _____	PHONE#	MO. INCOME (GROSS)
SPOUSE'S EMPLOYMENT	NAME OF EMPLOYER	ADDRESS	CITY & STATE	ZIP CODE
	POSITION/DEPARTMENT	HOW LONG? FROM _____ TO _____	PHONE#	MO. INCOME (GROSS)
Previous Employment	POSITION/DEPARTMENT	HOW LONG? FROM _____ TO _____	PHONE#	MO. INCOME (GROSS)

CHARACTER REFERENCES & OTHER INCOME

CHARACTER REFERENCES	NAME/RELATIONSHIPS	PHONE#	HOW LONG KNOWN?
	NAME/RELATIONSHIPS	PHONE#	HOW LONG KNOWN?
OTHER INCOME	SOURCE OF OTHER INCOME	HOW MUCH PER MO?	DURATION OF INCOME?
EMERGENCY CONTACT	NAME	ADDRESS	PHONE # RELATIONSHIP

This application must be signed by all adults who will occupy the apartment before it can be considered by the Landlord. Acceptance of this application, and any monies deposited herewith, is not binding upon Landlord until approved by Landlord. If approved, all monies deposited with this application will be held as a reservation deposit to be either returned to applicant or credited toward any deposit, which will be required of applicant at rental agreement, is executed. If applicant withdraws the application, the Reservation Fee will be retained as liquidated damages by the Landlord. A non-refundable screening fee of \$_____ will be collected to process this application.

App. Fee	Reservation Fee	Pet Deposit	Pet Fee	Administrative Fee	Amount Paid \$ _____
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By signing the application recognizes that an investigative report will be prepared whereby information is obtained through interviews. This inquiry includes information as to your character, general reputation, credit and mode of living. This application may be disapproved as a result of any misrepresentation or insufficient information as a result of an incomplete application. You have the right to make a written request within a reasonable period of time to receive additional information about the nature and scope of this investigation.

APPLICANT'S SIGNATURE	DATE
SPOUSE'S SIGNATURE	DATE