



**Rental Application**

**Residence History** Please list your residences for the past 5 years (use back of sheet if needed)

Present street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Dates lived at this address: \_\_\_\_\_ Do you own or rent: \_\_\_\_\_

Current phone(s): \_\_\_\_\_

How many pets do you have? \_\_\_\_\_ Type: \_\_\_\_\_

**Landlord/mortgage information**

Name of company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Monthly payment: \_\_\_\_\_

Reason for moving: \_\_\_\_\_

Is your payment current? \_\_\_\_\_ Number of late payments in the last 12 months: \_\_\_\_\_

Security deposit amount currently held by landlord: \_\_\_\_\_

Previous residence street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Dates lived at this address: \_\_\_\_\_ Did you own or rent: \_\_\_\_\_

Landlord/mortgage name: \_\_\_\_\_

Phone: \_\_\_\_\_ Monthly payment: \_\_\_\_\_

Reason for moving: \_\_\_\_\_

Was your full security deposit returned? \_\_\_\_\_ Number of late payments: \_\_\_\_\_

Previous residence street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Dates lived at this address: \_\_\_\_\_ Did you own or rent: \_\_\_\_\_

Landlord/mortgage name: \_\_\_\_\_

Phone: \_\_\_\_\_ Monthly payment: \_\_\_\_\_

Reason for moving: \_\_\_\_\_

Was your full security deposit returned? \_\_\_\_\_ Number of late payments: \_\_\_\_\_

Previous residence street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Dates lived at this address: \_\_\_\_\_ Did you own or rent: \_\_\_\_\_

Landlord/mortgage name: \_\_\_\_\_

Phone: \_\_\_\_\_ Monthly payment: \_\_\_\_\_

Reason for moving: \_\_\_\_\_

Was your full security deposit returned? \_\_\_\_\_ Number of late payments: \_\_\_\_\_

Income History Please list all sources of employment for adult applicants (use back of sheet for additional jobs)

Primary source of employment

Applicant name: \_\_\_\_\_
Employer: \_\_\_\_\_
Supervisor's name: \_\_\_\_\_ Phone: \_\_\_\_\_
Average weekly hours: \_\_\_\_\_ How long at place of employment? \_\_\_\_\_
Address: \_\_\_\_\_
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
Position: \_\_\_\_\_ Salary: \_\_\_\_\_ per \_\_\_\_\_
Weekly, biweekly, monthly, or annual average take-home pay \_\_\_\_\_

Additional Employment

Applicant Name: \_\_\_\_\_
Employer: \_\_\_\_\_
Supervisor's name: \_\_\_\_\_ Phone: \_\_\_\_\_
Average weekly hours: \_\_\_\_\_ How long at place of employment? \_\_\_\_\_
Address: \_\_\_\_\_
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
Position: \_\_\_\_\_ Salary: \_\_\_\_\_ per \_\_\_\_\_
Weekly, biweekly, monthly, or annual average take-home pay \_\_\_\_\_

In the event of some emergency that would prevent you from paying rent when due, is there a relative, person, or agency that could assist you with rent payments? Please list. \_\_\_\_\_

Additional Income

If there are additional, verifiable sources of income you would like considered, list the source e.g., self-employment, social security. Applicant may be required to produce additional documentation and sign release statements. Child support, or separate maintenance need not be disclosed unless you want this additional income to be considered for qualification.

Additional source: \_\_\_\_\_
Amount: \$ \_\_\_\_\_ Per: \_\_\_\_\_
Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_
How long have you been receiving income from this source? \_\_\_\_\_
How long do you expect it to continue? \_\_\_\_\_ Why would it stop? \_\_\_\_\_

Other additional source: \_\_\_\_\_
Amount: \$ \_\_\_\_\_ Per: \_\_\_\_\_
Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_
How long have you been receiving income from this source? \_\_\_\_\_
How long do you expect it to continue? \_\_\_\_\_ Why would it stop? \_\_\_\_\_

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**Assets, Credit Cards, and Loans**

**Vehicles**

Number of vehicles: \_\_\_\_\_ Do you have commercial vehicles, campers, or boats? (list) \_\_\_\_\_

List all vehicles. Please note, only cars on application are authorized to be on premises.

	Make	Model	Color	Year	Plate #	State
1						
2						
3						

Use back of page for any additional vehicle information.

Financed/leased through:

Vehicle 1 contact and phone number: \_\_\_\_\_

Acct. Number \_\_\_\_\_ Monthly payment: \_\_\_\_\_

Vehicle 2 contact and phone number: \_\_\_\_\_

Acct. Number \_\_\_\_\_ Monthly payment: \_\_\_\_\_

List all Credit Cards and Loans including banks, department store, gas cards, student loans (use back of sheet for additional cards/loans)

Creditor: \_\_\_\_\_ Acct. Number: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Total currently owed: \_\_\_\_\_ Monthly payment: \_\_\_\_\_ Are your payments current? \_\_\_\_\_

Creditor: \_\_\_\_\_ Acct. Number: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Total currently owed: \_\_\_\_\_ Monthly payment: \_\_\_\_\_ Are your payments current? \_\_\_\_\_

Creditor: \_\_\_\_\_ Acct. Number: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Total currently owed: \_\_\_\_\_ Monthly payment: \_\_\_\_\_ Are your payments current? \_\_\_\_\_

**List all other current monthly expenses**

Health insurance: \_\_\_\_\_ Auto insurance: \_\_\_\_\_ Renter's insurance: \_\_\_\_\_

Child care: \_\_\_\_\_ Tuition: \_\_\_\_\_ Other: \_\_\_\_\_

Total amount: \_\_\_\_\_

**References**

**Bank Reference**

Name of bank and branch: \_\_\_\_\_ Phone: \_\_\_\_\_

Branch address: \_\_\_\_\_

Account Number(s): \_\_\_\_\_

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**Character/personal reference:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Relationship: \_\_\_\_\_ How long have you known: \_\_\_\_\_

**Professional reference (e.g., attorney, accountant):**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Relationship: \_\_\_\_\_ How long have you known: \_\_\_\_\_

**Name of nearest living relative:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Relationship: \_\_\_\_\_

Do you give us permission to contact the references above both now and in the future for rental consideration or for collection purposes should it be deemed necessary? \_\_\_\_\_

Preferred Monthly Rental Due Date: due on \_\_\_\_\_

How long do you plan on living in the rental home? \_\_\_\_\_

Thank you for completing the rental application. A completed application requires submission of the following, which will be copied and attached to this application:

- Driver's license or government-issued picture ID
- Copy of voided personal check (to verify bank)
- Two most current pay stubs of each income source listed
- If self-employed, most current Schedule C tax return and proof of current income

By signing below, I (we) hereby represents that all information on this application is true and complete and hereby authorize annual verification of information, references, and credit history for continual rental consideration or for collection purposes should that become necessary. Applicant acknowledges this application will become part of the lease agreement when approved. If any information is found to be incorrect, the application will be rejected and any subsequent rental agreement becomes void.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

I REPRESENT TO YOU THAT I HAVE READ THIS ENTIRE APPLICATION AND THAT ALL OF THE INFORMATION HEREIN IS TRUE, CORRECT, AND COMPLETE. I FURTHER REPRESENT THAT I AM A US CITIZEN AND MY RENTAL HISTORY AND CREDIT RECORDS ARE IN GOOD STANDING WITH NO JUDGMENTS OR LIENS AGAINST ME. I FURTHER ATTEST THAT I AM NOT A CONVICTED FELON AND THAT I AM NOT REQUIRED TO REGISTER AS A SEX OFFENDER. **IF ANY OF THE ABOVE INFORMATION IS FALSE, I UNDERSTAND THAT I AM ATTEMPTING TO OBTAIN REAL ESTATE POSSESSION THROUGH FRAUD AND WILL BE PROSECUTED;** ADDITIONALLY I HEREBY AGREE THAT MY ENTIRE DEPOSIT MAY BE FORFEITED TO LESSOR, AND AT LESSOR'S OPTION, MAY RESULT IN EVICTION. I UNDERSTAND THAT THIS APPLICATION IS SUBJECT TO APPROVAL. MY PERMISSION IS GIVEN TO RUN A CREDIT CHECK AND CHECK MY FULL CREDIT AND RENTAL HISTORIES.

**Fair Housing Practices:** This office follows fair housing laws. It is illegal for either the owner or the broker to refuse to display or sell to any person because of one's membership in a protected class, e.g.: race, color, religion, national origin, sex, ancestry, martial status, physical or mental handicap, familial status, or any other class protected by Article 3 of the Illinois Human Rights Act.

**Notice of Non-Agency:** Prospective renters understand that the management company was hired by the building ownership and represents the building ownership's interests and does not act as an agent for the prospective renter.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

As **Co-Signer** I understand that is application is a part of the lease and that my signature on this document binds me to all obligations on the lease executed between the applicant and Lessor.

(staff member only)

Co-Signer: \_\_\_\_\_ Date: \_\_\_\_\_

Witnessed by: \_\_\_\_\_