

# Kate's Properties

Equal Housing Opportunity  
RENTAL LEASE APPLICATION

Checklist	Applicant	Office
1. Initial at the end of all pages.		
2. Complete the Rental Lease Guarantor application if required.		
3. Verify all information is provided so processing is not delayed.		
4. Sign and date Declaration Page.		
5. Sign, Date and write name on Release of Information Page.		
6. A valid state id and a most recent utility bill showing proof of current address in the applicant's name.		
7. 2 most recent Pay Stubs to show income		
8. Make a check for \$45 payable to Kate's Properties.		

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## Equal Housing Opportunity RENTAL LEASE APPLICATION

The undersigned hereby makes an application to rent the following property:

\_\_\_\_\_.

Anticipated move date of \_\_\_\_\_ at a monthly rent of \$\_\_\_\_\_ and security deposit of \$\_\_\_\_\_.

### **Personal Information**

Full Name			
Date of Birth		Marital Status	
SSN		Mother's Maiden Name	
Home Phone		( )	
Work Phone		Cell Phone ( )	
Country of Citizenship			
Driver's License Number		State Issued	
Email address (Optional)			
Vehicle Make, Model & Year			
Vehicle License Plate		State Registered	
<b>Co-Applicant's Full Name</b>			
Date of Birth		Marital Status	
SSN		Mother's Maiden Name	
Work Phone		Cell Phone ( )	
Country of Citizenship			
Driver's License Number		State Issued	
Email address (Optional)			
Number of dependants			
Names of dependants			
Date of birth of each dependant			
Number of pets			
Breed			
Name(s)			

Do you have any outstanding warrants against you?	
Were you ever convicted of a felony	Yes / No State : Date : Charge : Prison time : Are you on parole : Parole Officer & phone :

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### **Residential History**

Current Address			
Month & Year move in		Month & Year moved out	
Monthly Rent		Reason for leaving	
Owner / Leasing Office		Contact Number	
Previous Address ( if less than 5 years)			
Month & Year move in		Month & Year moved out	
Monthly Rent		Reason for leaving	
Owner / Leasing Office		Contact Number	
Prior address ( if less than 5 years)			
Month & Year move in		Month & Year moved out	
Monthly Rent		Reason for leaving	
Owner / Leasing Office		Contact Number	

### **Credit History**

Have you declared bankruptcy in the past seven (7) years?	
Have you ever been evicted from a rental residence?	
Have you had two or more late rental payments in the past year?	
Have you ever willfully or intentionally refused to pay rent when due?	
Have you had any of your accounts referred to collections in the last year?	

### **Employment History**

Current Employer			
Employment Status (Circle One)	Full Time / Part Time / Student / Unemployed		
Dates employed			
Designation		Monthly Gross Income	
Supervisor Name & Number			
Previous Employer (if less than 3 years)			
Employment Status (Circle One)	Full Time / Part Time / Student / Unemployed		
Dates employed			
Designation		Monthly Gross Income	
Supervisor Name & Number			
If you have other sources of income that you would like us to consider, please list income, source, and person (banker, employer, etc.) who we may contact for confirmation. You do not have to reveal alimony, child support, or spouse's annual income unless you want us to consider it in this application.			
Monthly Gross Income		Source	
Contact Name & Number			

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## ***References***

### **Banking Accounts:**

Name	Type of Account	Account Number

## ***Personal references or emergency contacts***

Sl. No.	Name	Phone	Relationship
1.			
2.			

Please give any additional information that might help owner/management evaluate this application?

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Where may we reach you to discuss this application?

Day Phone # ( ) \_\_\_\_\_

Evening Phone # ( ) \_\_\_\_\_

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## Equal Housing Opportunity RENTAL LEASE APPLICATION

### **Declaration**

I hereby apply to lease the above described premises for the term and upon the set conditions above set forth and agree that the rental is to be payable the first day of each month in advance. As an inducement to the owner of the property and to the agent to accept this application. I warrant that all statements above set forth are true; however, should any statement made above be a misrepresentation or not a true statement of facts, all of the deposit will be retained to offset the agent's cost, time, and effort in processing my application.

I hereby deposit \$\_\_\_\_\_ as earnest money to be refunded to me if this application is not accepted in three business banking days. Upon acceptance, this deposit shall be retained as part of the security deposit. When so approved and accepted, I agree to execute a lease for \_\_\_\_\_ months before possession is given and to pay the balance of the security deposit prior to the move in date. If the application is not approved or accepted by the owner or agent, the deposit will be refunded, the application hereby waiving any claim for damages by reason of non-acceptance which the owner or agent may reject. I recognize that as a part of your procedure for processing my application, an investigative consumer report may be prepared whereby information is obtained through personal interviews with others with whom I may be acquainted. This inquiry includes information as to my character, general reputation, personal characteristics and mode of living.

The above information, to the best of my knowledge, is true and correct.

Please sign & date:

X \_\_\_\_\_  
Applicant Date

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## AUTHORIZATION Release of Information

I authorize an investigation of my credit, tenant history, banking and employment for the purposes of renting a house, apartment, or condominium from Kate's Properties.

X \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name (please print)

**APPLICANT: PLEASE DO NOT WRITE BELOW (FOR OFFICE USE ONLY)**

Deposit of \$ \_\_\_\_\_

Received by \_\_\_\_\_

Date \_\_\_\_\_

OFFICE NOTES: