



**Offer to lease:**

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

Date occupancy desired: \_\_\_\_\_

Type of lease: \_\_\_\_\_ Term: \_\_\_\_\_

I will offer \$ \_\_\_\_\_ per month for this rental property. Full price {     }

**Personal Information of Applicant:**

Full name: \_\_\_\_\_

Driver's license/ID number/state: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Current mailing address: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell # \_\_\_\_\_ Home # \_\_\_\_\_ E-mail \_\_\_\_\_

**Additional Occupants:** (List every occupant's name and relationship, including children)

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_

**Pets:** (List every pet name, type, breed and age)

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

**Questions for applicant:**

Current Monthly rent payment due on \_\_\_\_\_, in the amount of \$ \_\_\_\_\_

How long do you plan on living in the rental home that meets your needs? \_\_\_\_\_

Do you have renter's insurance? \_\_\_\_\_ Amount \_\_\_\_\_ Carrier \_\_\_\_\_

Do you have or plan to use any water-filled furniture? \_\_\_\_\_

Have you ever broken a lease? \_\_\_\_\_

Have you ever refused to pay rent for any reason? If so, why? \_\_\_\_\_

Have you ever been evicted or asked to leave a rental unit? \_\_\_\_\_

Have you ever filed for bankruptcy? \_\_\_\_\_

Do you currently have any utilities in your name? \_\_\_\_\_

Is there anything to prevent you from placing utilities in your name? \_\_\_\_\_

Any reasons that may interrupt your ability to pay rent? \_\_\_\_\_

Who's name or names will be on the lease? \_\_\_\_\_

**Residence History:**

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

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

Dates lived at this address \_\_\_\_\_ To:\_\_\_\_\_

Did you own or rent? \_\_\_\_\_

**Name of present landlord or mortgage holder:**

Name:\_\_\_\_\_

Address of present landlord/mortgage company:\_\_\_\_\_

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

Landlord's phone: \_\_\_\_\_ Monthly payment: \_\_\_\_\_

Can MJB Property call your landlord for a reference?\_\_\_\_\_

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

Is your rent or mortgage current?\_\_\_\_\_ Late payment in the last 12 months?\_\_\_\_\_

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

Do you expect to have your current security deposit returned in full?\_\_\_\_\_

**Previous residence info:** (Please list any others w/ all info)

1)

2)

3)

**Current Income & History:**

Current employment status: \_\_\_\_\_

Job description: \_\_\_\_\_

Full-time: \_\_\_\_\_ Part-time (less than 32 hours.): \_\_\_\_\_ Student: \_\_\_\_\_

Retired: \_\_\_\_\_ Self-employed: \_\_\_\_\_ Unemployed: \_\_\_\_\_

Other: (Explain) \_\_\_\_\_

**Primary source of employment:**

Can we call your employer to verify income and employment? \_\_\_\_\_

Applicant employed by: \_\_\_\_\_

Supervisor's / contact name & #: \_\_\_\_\_

How long at they place of employment? \_\_\_\_\_

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

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

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

Position: \_\_\_\_\_

Salary: \_\_\_\_\_ Weekly, biweekly, monthly.

**Additional Income/Payment Information:**

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

Would this person also Co-sign your lease? \_\_\_\_\_

**Additional Employment?** \_\_\_\_\_ **Salary** \_\_\_\_\_

**Additional Income:**

\*\*\* NOTE \*\*\* If there are additional, verifiable sources of income you would like considered, please list income source [e.g., self-employment, social security, benefit payments] and requested information regarding each source. Applicant may be required to produce additional documentation or provide and sign release statements. Child support, alimony, or separate maintenance need *not* be disclosed unless you want this additional income to be considered for qualification.)

Additional source: \_\_\_\_\_

Amount: \$ \_\_\_\_\_ per month.

Contact person: \_\_\_\_\_

Phone: \_\_\_\_\_ Can we contact this source? \_\_\_\_\_

How long have you been receiving income from this source? \_\_\_\_\_

How long do you expect this income to continue? \_\_\_\_\_

Is there any reason it would stop? \_\_\_\_\_

**Other:**

**Assets, Credits, or Loans:**

Number of vehicles on property? \_\_\_\_\_

Valid registration and inspection? \_\_\_\_\_

Do you have any commercial vehicles, campers, boats, or motorcycles? \_\_\_\_\_

**Vehicle:**

Make/model/color/year): \_\_\_\_\_

Make/model/color/year): \_\_\_\_\_

Make/model/color/year): \_\_\_\_\_

\*\*\*Please note, only cars on application are authorized to be on premises.

Plate number: \_\_\_\_\_ State: \_\_\_\_\_

Plate number: \_\_\_\_\_ State: \_\_\_\_\_

Plate number: \_\_\_\_\_ State: \_\_\_\_\_

**Autos Financed/leased through:**

Contact and phone number: \_\_\_\_\_

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

**Cards and Loans: (Including banks, department store, gas cards, student loans)**

1)

Creditor:

Address:

Phone:

Acct. Number:

Total amount owed:

Monthly payment:

Are your payments current?

2)

Creditor:

Address:

Phone:

Acct. Number:

Total amount owed:

Monthly payment:

Are your payments current?

3)

Creditor:

Address:

Phone:

Acct. Number:

Total amount owed:

Monthly payment:

Are your payments current?

4)

Creditor:

Address:

Phone:

Acct. Number:

Total amount owed:

Monthly payment:

Are your payments current?

**List any other current monthly expenses:**

Hospital payment:

Health insurance:

Auto insurance:

Renter's insurance:

Child care:

Tuition:

Cable TV:

Other:

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

**Bank Reference:**

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

Number and type of accounts: \_\_\_\_\_

Branch address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

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

**Personal/professional references:**

*Character/personal reference:*

Name: \_\_\_\_\_

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

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

Relationship? \_\_\_\_\_

How long? \_\_\_\_\_ Phone: \_\_\_\_\_ Can we call them for a reference? \_\_\_\_\_

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

Name: \_\_\_\_\_

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

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

Relationship? \_\_\_\_\_

How long? \_\_\_\_\_ Phone: \_\_\_\_\_ Can we call them for a reference? \_\_\_\_\_

**Other:**

**Signature page:**

Thank you for completing the rental application. Please sign below.  
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 (All applicants)
- ✚ 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
- ✚ Copy of applicants credit report.
- ✚ Copy of Co-signer credit report.
- ✚ Applicants letter to the owner.

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: \_\_\_\_\_



**Written Authorization to check references and other background information:**

**Consent for Applicant Background and Reference Checks**

The undersigned individuals authorize MJB Property Management agency (or leasing or screening company) to obtain information about us from any credit sources, current and previous landlords, employers, and personal references to enable the agency to evaluate the rental application for the premises located \_\_\_\_\_[address]. We also authorize any credit source, credit bureau, current and previous landlord and employer, and personal reference to disclose to the agency information about us that is relevant to decisions regarding the application and tenancy. This permission will survive the expiration of the tenancy and may be accessed for any legitimate business purpose related to the tenancy.

**Please check this box to certify you have read the above statement and authorization {    }**

Signature

Signature

Typed or Printed Name

Typed or Printed Name

Social Security Number

Social Security Number

Address

Address

Phone Number

Phone Number

Date

Date

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**Notice:**

Under the Fair Credit Reporting Act, you have the right to make a written request, within 60 days of receipt of this notice, for disclosure of the nature of the adverse information. The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract), because all or part of the applicant's income derives from any public assistance program, or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning creditors is the Federal Trade Commission, Equal Credit Opportunity, Washington DC 20580.