

Application is hereby made to lease the premises at _____
beginning on the _____ day of _____ (month). Lease term requested: _____
Pet Fee \$ _____ Monthly rent: _____

APPLICANT

Name: _____ SS #: _____
Address: _____
Current Phone # _____ How long at current address _____
If applicable, relationship to other applicant: _____
Rent or Own _____ Monthly Rent _____ Do you have a lease _____
Expiration Date _____ Notice Given _____
Name of current landlord _____ Landlord telephone _____
Former Address _____
Name of former landlord _____ telephone # _____
Do you own real estate _____ If yes, where: _____

In case of emergency, notify:

Name: _____ relationship _____
Address _____ Phone # _____

EMPLOYMENT INFORMATION

Employer _____
Employers Address _____
Occupation _____ Length of Employment _____
Supervisor _____ Telephone # _____
Salary _____ per _____ (week/month/year)
Additional income* amount _____ Source _____

*Applicant need not disclose alimony, child support or separate maintenance income or its source, unless applicant wishes it to be considered for the purpose of the application for tenancy.

If military, complete the following (attach copy of orders/LES):

Duty Station _____ **Rank/Rate** _____
Report Date _____ End of current enlistment _____

CREDIT INFORMATION

Do you have any judgments? Yes No
Have you filed for Bankruptcy? Yes No
Have you ever been sued or evicted for nonpayment of rent? Yes No
Have you ever been subject to a foreclosure? Yes No
Do you have any liens? Yes No
If you have answered yes to any of the above, please explain in detail: _____

Outstanding Debts	Payment	Outstanding Debts	Payment
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____

BANKING INFORMATION

Bank _____ Account # _____

Bank _____ Account # _____

Address _____

List all persons who will occupy the rental premises:

Name	Relationship	Date of Birth	SS#
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Do you have a waterbed? Yes No Insurance for waterbed? Yes No Copy of policy? Yes No

Do you have any pets? Yes No How many? _____ Type/Weight _____

Do you have renters insurance? Yes No

The owner of the premises you are applying for carries insurance on the dwelling only. You must acquire renters insurance for your own household goods. Neither the agent nor owner of the property is responsible for damages to your personal property.

Each applicant certifies information provided in this application is true and accurate to the best of their knowledge. Owner and Agent have each applicant's permission to obtain credit history and verify any information provided. If any applicant withholds or gives false information, this application is considered void and the owner may terminate the lease agreement.

If the application is approved and the applicant does not enter into a lease, any fees/deposits paid by the applicant(s) may be retained by the agent. Agent must receive full Security Deposit in certified funds within 24 hours after application approval. Property remains on the market until deposit is received. Application fees are nonrefundable.

Owner and Agent are pledged by the letter and spirit of the U.S. policy for achievement of equal housing opportunity. We encourage and support affirmative advertising and marketing programs in which there are not barriers to obtaining housing because of race, color religion, sex, handicap, familial status, elderliness or national origin.

Megan's Law Disclosure: Applicant(s) should exercise whatever due diligence they deem necessary with respect to information on any sex offenders registered under Chapter 23 (19.2-387 et seq.) of Title 19.3. Such information may be obtained by contacting your local police department or the Virginia State Police, Central Criminal Records Exchange, at 804-674-2000 or on the internet at www.state.va.us/vsp/vsp.html.

Each agent understands that the agent represents the Owner of the premises and acknowledges having received a copy of this application at the time it was submitted.

Applicant's Signature: _____

Applications submitted on: _____ at _____ am/pm
(Date) (Time)

For administrative use only:

Owner:		Tenant:		Agent (company):	
				Address:	
Premises:					Term:
Starting Date:		Ending Date:		Renewal Period:	
Renewal Notice Period:		Renewal Notice Period:			
Rent: \$ _____ per month		Initial Rent: \$ _____		Late Date: _____ days after due date	
Late Fee:		Late Fee:		Late Fee:	
Default Interest Rate: _____ % per annum (not to exceed 12%)			Returned Check Charge: \$ _____		Default Pet Rent: \$ _____
Security Deposit: \$ _____ to be held by <input type="checkbox"/> Agent or <input type="checkbox"/> Owner			Included Utilities:		
Assignment Fee: \$ _____		Maximum Occupancy:		Noise Zone:	
				Accident Zone:	

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