



# RENTAL APPLICATION

- Each adult (18 or older) must fill out an application
- There is a **non-refundable** fee of \$25/adult to apply

<b>Applicant - First</b>	<b>Middle</b>	<b>Last</b>	<b>Birth Date</b>	<b>Social Security #</b>	<b>Driver's License # / State</b>
<b>Any Other Names You've Used In The Past</b>			<b>Home Phone</b>		<b>Cell Phone</b>
<b>Spouse - First</b>	<b>Middle</b>	<b>Last</b>	<b>Birth Date</b>	<b>Social Security #</b>	<b>Driver's License # / State</b>
<b>Any Other Names You've Used In The Past</b>		<b>Home Phone</b>			<b>Cell Phone</b>
<b>All Other Proposed Occupants</b>			<b>Birth Date</b>	<b>Relationship To Applicant</b>	

## RENTAL/RESIDENCE HISTORY

	<b>Current Residence</b>	<b>Previous Residence</b>	<b>Prior Residence</b>
<b>Street Address</b>			
<b>City</b>			
<b>State &amp; Zip</b>			
<b>Last Rent Amount Paid</b>			
<b>Owner/Manager and Phone Number</b>			
<b>Reason for leaving</b>			
<b>Is/Was rent paid in full?</b>			
<b>Did you give notice?</b>			

Were you asked to move?			
Name(s) in which your utilities are now billed:			
	From/To	From/To	From/To
Dates of Residency			

**EMPLOYMENT HISTORY**

	Current Employment	Previous Employment	Prior Employment
Employed By			
Address			
Employer's Phone			
Occupation			
Name of Supervisor			
Monthly Gross Pay			
	From/To	From/To	From/To
Dates of Employment			

**CREDIT HISTORY**

	Bank/Institution Name	Balance On Deposit or Balance Owed
Savings Account		
Checking Account		
Credit Card		
Auto Loan		

**VEHICLES (Include vehicles belonging to other proposed occupants also)**

Make	Model	Color	Year	License Plate

**REFERENCES & EMERGENCY CONTACTS**

	Doctor	Lawyer	Nearest Relative Living Elsewhere
Name			
Street Address			
City			
State & Zip			
Phone Number			

By signing the application you grant us permission to communicate with all the contacts listed in this section in the event we can't locate you. Furthermore, if you abandon the residence for any reason then you grant us permission to allow your relative listed above to remove all contents of the dwelling on your behalf.

**GENERAL INFORMATION**

Have you ever been served a late rent notice?	Have you ever filed for bankruptcy? If so, when?	When will you move in?
Have you ever been convicted of or plead guilty or “no contest” to offences relating to manufacturing / distribution / intent-to-distribute a controlled substance (whether or not resulting in a conviction)?	Have you ever been convicted of or plead guilty or “no contest” to a felony (whether or not resulting in a conviction)?	Have you ever been convicted of or plead guilty or “no contest” to a misdemeanor involving sexual misconduct (whether or not resulting in a conviction)?
Have you ever been served an eviction notice? If so, when?	How many pets do you have or plan to have (list Type, Breed, approx Weight & Age)?	
Have you had any reoccurring problems with your current residence or landlord? If yes, please explain:		
How long will you be renting from us?		
List any verifiable sources and amounts of income you wish to have considered (optional):		
If you were to run into financial difficulty in the future and couldn't come up with the money to pay the rent, do you know someone that would loan you the money? If so, provide the person's name, address, & phone # so that we can use them as a reference for you.		
Have you been a party to a lawsuit in the past? If yes, please explain why:		
This application gives us authorization to run a credit check and a criminal background check (past, present or future). Is there anything negative we will find that you want to comment on?		
How did you hear about this residence?	Do you have an e-mail address we can reach you at?	
Do you know of anybody else looking for a residence? Please provide their name and number. If you refer a friend and you each end up renting separate residences from us then we will pay you a referral fee.		

Total Application Fee: \$ \_\_\_\_\_

Check / Money Order # \_\_\_\_\_

(Circle)

Total Security Deposit  
With Application \$ \_\_\_\_\_

Monthly Rent \$ \_\_\_\_\_

Leased Address/Unit \_\_\_\_\_ Leasing Agent: \_\_\_\_\_

**Agreement & Authorization Signature**

A separate application must be completed and signed by all parties responsible for rental payments agreed upon in the lease before it can be considered by BEN-STEELE PROPERTIES, LLC. Acceptance of this application and any monies deposited herewith, is not considered binding upon BEN-STEELE PROPERTIES, LLC. This **non-refundable** application fee is \$25.00 to cover the cost of processing the application. If your application is denied, the application fee is non-refundable and all other monies are refundable. If the applicant withdraws the application after notification of acceptance, all monies including deposits will be retained by BEN-STEELE PROPERTIES, LLC. Refer to the Minimum Criteria for Resident Selection attached for additional considerations with the application.

In signing this application, I declare that all of my responses are true and complete. I authorize BEN-STEELE PROPERTIES, LLC and/or its agents to verify this information in the past, present or future including written credit report and/or criminal check and communication with any and all names listed on this application for use in the resident screening procedures. This release is given and my consent and acknowledgement is granted by my signature below. This application does not constitute a rental or lease agreement which will be signed upon approval of this application at the discretion of BEN-STEELE PROPERTIES, LLC. Any false statements on this application can lead to rejection of your application or immediate termination of your lease.

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

Spouse Signature: \_\_\_\_\_ Date: \_\_\_\_\_

7/08 \_\_\_\_\_  
Witnessed by BEN-STEELE PROPERTIES, LLC

## **Minimum Criteria For Resident Selection**

1. Sufficient income – Monthly income is three (3) times the rental amount.
2. Verifiable source of income or employment.
3. Same source of income or employment for a minimum of six (6) months.
4. Able to pay full deposit and rent as requested on move-in.
5. No negative marks on credit history - reasonable credit score (above 500).
6. No excessive financial obligations – More than 25% of income.
7. Able to provide three (3) credit references.
8. On time for showing appointment and move-in.
9. Brought items requested to showing (i.e. identification, application fee, deposit and references).
10. Filled out application completely and truthfully.
11. Resides at current address for a minimum of six (6) months.
12. Gave proper notice to previous landlord.
13. NO prior evictions.
14. NO notices of any kind from previous landlord, no deposit withheld because of property damage or upkeep.
15. NO notices of any kind from previous landlord, neighbor complaints or police reports regarding disturbing the peace.

**\*\*\* WE WILL VERIFY ALL ABOVE CRITERIA\*\*\***