

Rental Application

• ALL information provided must be verifiable • PLEASE USE PEN Updated March 2018

• **A non-refundable \$50 fee is required in certified funds for all applications**

- Each adult (18 or older) must fill out a separate application
- A Cosigner is recommended for all full-time students
- A Co-Signer may substitute for employment/rental history or applicant without an SS#
- Submit ALL completed Applications/Fees/ & Income verification simultaneously
- By submitting an application, applicant has read and understands the application criteria



Equal Housing Opportunity

First	Middle	Last	Birth Date	Social Security #	Drivers License #
Who was your My House showing agent?			How did you hear about us?	Phone Number	
Address of Property	Assignment: Who are you Replacing?		Move In Date	Email Address (PRINT LEGIBLY)	
All Other Proposed Occupants			Birth Date	Relationship To Applicant	
STUDENT?	YES	NO	Full time students are recommended to apply with a co-signer		
Are you providing a CO-SIGNER? If yes: First/ Last Name:				Email:	

Co-signer must submit a separate application, fee and income verification

RESIDENTIAL HISTORY: Verifiable residential history for at least one year with references

	(1) Current Residence	(2) Previous Residence	(3) Prior Residence
Street Address			
City			
State & Zip			
Monthly Rent/ Current Balance			
Owner/Manager and Phone #			
Reason for leaving?			
Did you give notice?			
Dates of Residency	to	to	to

EMPLOYMENT HISTORY: Verifiable current employment for **at least 6 Months and** monthly income of **2x's Rent**

	(1) Current Employment	(2) Previous Employment	(3) Prior Employment
Employed by			
Address			
Employer's Phone			
Occupation			
Name of Supervisor			
Monthly Gross Pay			
Dates of Employment	to	to	to

ADDITIONAL INCOME: Please include any other verifiable sources of income that you would like us to consider

Source			
Monthly Amount			

VEHICLES:

Make	Model	Color	Year	License Plate	State

Pets are approved on a case by case basis

PETS:	First Pet	Second Pet	Third Pet
Type/Breed			
Sex/Age			
Weight/Color			
Spayed / Neutered?			
Name			

REFERENCES & EMERGENCY CONTACTS:

	Personal Reference	In Case of Emergency Contact	Nearest Relative Not Living With You
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.

GENERAL INFORMATION: Sex offenders need not apply, other criminal histories are considered on a case by case basis

Have you ever been served a late rent notice?	Do you or any of the people who will be living with you smoke?
Have you ever been evicted from a rental dwelling? If yes, when?	Have you ever violated a lease, rental agreement, or regulations at a former rental dwelling? If yes please explain
Have you ever been convicted of a crime other than a motor vehicle violation? If yes, please explain	Have you ever been charged with abuse or misuse of a rental property? If yes please explain
Have you had any reoccurring problems with your current apartment or landlord? If yes, please explain	

CONSENT TO RELEASE INFORMATION TO MY HOUSE PROPERTY SERVICES

I/we as applicants represent that the statements above are true and correct and hereby authorize verification of references whereby information is obtained through personal interviews with my/our landlord, employer or others with whom I/we are acquainted. I/we also understand that a credit report will be obtained, and My House Property Services has the right to reobtain my credit as long as I have a balance owing with them. Owner has the right to reject this application and to refuse possession of the above mentioned accommodations.

I Authorize and direct any Federal, State or Local agency, organization, business, or individual to release information that will verify certain facts as represented on my application to rent with My House Property Services, Inc.

Verifications and inquiries that may be requested include, but are not limited to : Identity, Income, Residence Activity, Employment, Criminal Activity, and Credit.

I agree that a photocopy of this authorization may be used for the purpose stated above. The original will remain in my file, with My House Property Services or its representative(s), and will remain in effect for a year and a month from the date signed. I understand that I have the right to review my file and correct any information that I can prove incorrect.

Print Name	Signature	Date