

# Property Management Associates

## Application To Lease

**INSTRUCTIONS TO APPLICANTS:**

- Each intended adult occupant must fill out an application ENTIRELY and COMPLETELY.
- When supplying names, give complete and full names including full middle names, if any. Sign on reverse side with your complete and full signature and list both your work and home phone numbers.
- When supplying addresses, give complete addresses including apartment numbers, cities, states and zip codes.

**WARNING:** This application may be returned and/or rejected if it is not signed, complete, or legible; if satisfactory identification is not presented; if any information is false, cannot be verified, or does not meet predetermined requirements; if additional information is required from Applicant and is refused; or a co-Applicant is rejected.

Do you own a pet?    Yes    No    Type of pet?  Dog    Cat    Other   Breed \_\_\_\_\_ Weight \_\_\_\_\_

Print Full Name (Last, First, Middle)	Date of Birth	S.S. Number
Email Address		

**RESIDENCE**

Present Address (Number, Street, City, Zip) <input type="checkbox"/> Rent <input type="checkbox"/> Own	Present Phone Number	How Long?
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Detached Family Home _____ Attached Family Home _____ Apartment Home _____	To whom do you make payments? _____	Mo. Payments: \$ _____ Phone #: (____) _____
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Previous Address (Number, Street, City, Zip) <input type="checkbox"/> Rent <input type="checkbox"/> Own	How Long? _____	Name, address, phone # of Landlord
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Name of others who will reside with you: Please state age of minors.			
1. _____	2. _____	3. _____	4. _____

**EMPLOYMENT**

Employer (if self-employed, name of business)	Phone #	Type of Business	Position	How Long
Business address (Number, Street, City, Zip)	Supervisor	Phone #	Income	
Other Income	Source	Previous Employer (include zip code)		How Long

**FINANCIAL**

Have you or any co-applicant ever filed bankruptcy?	
<input type="checkbox"/> Yes <input type="checkbox"/> No    What year? _____	Country and State: _____
Have you or any co-applicant ever been convicted of a misdemeanor or felony?	
<input type="checkbox"/> Yes <input type="checkbox"/> No    What year? _____	Country and State: _____
Have you or any co-applicant ever been evicted?	
<input type="checkbox"/> Yes <input type="checkbox"/> No    What year? _____	Country and State: _____

**Property Management Associates**  
**Application To Lease (CONTINUED)**

**PERSONAL**

In case of emergency, please notify: (Name, address, phone number and email address):

**PARKING OF RECREATION VEHICLES, BOATS OR TRAILERS IS PROHIBITED**

How many cars do you own? \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ Year \_\_\_\_\_

License # \_\_\_\_\_ State \_\_\_\_\_ Drivers License # \_\_\_\_\_

Do you own a water bed?  Yes  No      Liability Insurance on water bed?  Yes  No

Do you have renters insurance?  Yes  No      Carrier Name \_\_\_\_\_

How did you first learn about this apartment community?

Newspaper Ad    For Rent    Drive By    Apartment Guide    Internet \_\_\_\_\_

Resident Referral \_\_\_\_\_      Apartment # \_\_\_\_\_

What features attracted you to this apartment community? \_\_\_\_\_

This application is made for the purpose of procuring rental of the home in described premises, and for credit clearance.

Everything that I have stated in this Application is correct to the best of my knowledge. I understand that you will retain this application whether or not it is approved. You are authorized to check my credit and employment history and to answer questions about my credit experience with you.

I hereby agree to release and hold harmless Property Management Associates, its agents, servants, and employees from any and all liability, legal proceedings and costs including attorney's fee missing out of either the verification of the information contained on this application form or the release of this information to other parties.

All of the above data and information set forth here in including, but not limited to the statement of my assets, income and financial condition is warranted to be true and accurate and to fully and correctly state my financial condition as of the date of this application. I also agree to notify you of any changes in the status of any of the aforementioned items during the period of my tenancy.

**It is agreed that a holding deposit is required to reserve the premises listed here in for applicant's occupancy. The deposit will be non-refundable after two (2) days except in the event application is not approved or possession of said premises cannot be delivered to applicant on the date specified.**

**It is also understood that the application fee of \$35.00 is not a deposit and will not be refunded or applied to rent if applicant is approved or declined. This fee is for the costs to process the application for resident's employment verification, rental history and a credit check.**

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date of Manager's Approval

\_\_\_\_\_  
Manager's Approval Signature

\_\_\_\_\_  
Manager's Approval Signature