

RENTAL APPLICATION



Charlotte 423-667-5760  
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**Separate Application Required for Each Applicant**

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Rental Property Address **1548 Redwood Drive**  
Term of Rental: YEAR TO YEAR

<u>Tenant Financial Obligation Prior to Occupancy</u>		<u>CONTACT CHECKLIST</u>
First Month's Rent:	725	Current Landlord Contacted - Timely Remittance
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		Current Employer Verified:
		Credit Report Determination:
Security Deposit	450	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Income Verified (pay stub, employer, etc.)
<b>TOTAL:</b>	<b>1175.00</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**DEPOSITS ARE NON REFUNDABLE**

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**DESIRED DATE OF MOVE-IN:**

**DESIRED LEASE TERM** (check one): ☒ 1 YEAR TERMS ☐ 2 YEAR LEASE SECURES CURRENT RENT

**UNIT TYPE:** ☐ 1 ☒ 2 ☐ 3 BR ☐ 4 Bedroom

**APPLICANT INFORMATION:**

Name (full legal name): \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DOB: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Driver's License / ID Number: \_\_\_\_\_ State: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**SPOUSE INFORMATION:**

NAME: \_\_\_\_\_

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

Home phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Driver's License number: \_\_\_\_\_  
Email: \_\_\_\_\_

**NAME OF OCCUPANTS AND RELATIONSHIP TO APPLICANT:**

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

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

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

**APPLICANT / OCCUPANT VEHICLE(S):**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Tag#: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Tag#: \_\_\_\_\_

**EMPLOYMENT HISTORY:**

**Current Employer:**

Name and Address: \_\_\_\_\_

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

Length of Employment: Begin \_\_\_\_\_ Still employed? (check one) ☐ yes ☐ no

**Previous Employer**

Name and Address: \_\_\_\_\_

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

Length of Employment: Begin \_\_\_\_\_ End \_\_\_\_\_

**RENTAL HISTORY:**

**Current Address:** \_\_\_\_\_

Dates Lived at This Address: From \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Landlord/Manager: \_\_\_\_\_ Landlord/Manager's Phone: \_\_\_\_\_

**Previous Address:** \_\_\_\_\_

Dates Lived at This Address: From \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Landlord/Manager: \_\_\_\_\_ Landlord/Manager's Phone: \_\_\_\_\_

**INCOME:**

Gross Monthly Employment Income Before Deductions: \$ \_\_\_\_\_

Gross Monthly Income From Other Sources (average): \$ \_\_\_\_\_

TOTAL GROSS MONTHLY INCOME: \$ \_\_\_\_\_

**MISCELLANEOUS: (check appropriate answer)**

**Absolutely no Pets!**

Do you smoke? \_\_\_\_ yes \_\_\_\_ no UNITS ARE NON SMOKING!

Do you plan to have water filled furniture on the rental property? \_\_\_\_ yes \_\_\_\_ no If yes, detail below.

Have you ever been evicted? \_\_\_\_ yes \_\_\_\_ no If yes, explain below.

Have you ever been convicted of a felony? \_\_\_\_ yes \_\_\_\_ no If yes, explain below.

Have you ever filed for bankruptcy? \_\_\_\_ yes \_\_\_\_ no If yes, explain below.

Explanation: \_\_\_\_\_

\_\_\_\_\_

**APPLICANT PERSONAL REFERENCES:**

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

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

Known this reference how long? \_\_\_\_\_

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

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

Known this reference how long? \_\_\_\_\_

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

**APPLICANT EMERGENCY CONTACT INFORMATION:**

Contact in Emergency (Name): \_\_\_\_\_ Relationship: \_\_\_\_\_

Emergency Contact Address: \_\_\_\_\_ Phone: \_\_\_\_\_

I hereby certify and affirm that all information provided above is true and correct. I fully understand that my lease or rental agreement may be terminated if I have made any false, misleading or incomplete statement(s) in this application. I hereby authorize verification of all information provided in this application, including financial and credit information, via credit bureaus and/or contact with current and previous employers, current and previous landlords and personal references.

TENANT SIGNATURE

TENANT SIGNATURE:

\_\_\_\_\_

\_\_\_\_\_

Tenant must also sign the Landlord Reference Sheet.



## LANDLORD REFERENCE CHECK FORM

This applicant for our property has listed you as a previous landlord. Please help us by filling out this information and faxing or emailing it back to us. Thank you for your time.

Charlotte Jones

423-667-5760

[charlotte@kaceproperties.com](mailto:charlotte@kaceproperties.com)

Previous Landlord: \_\_\_\_\_

Company/Relationship: \_\_\_\_\_

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

Address (if mailing): \_\_\_\_\_

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

Applicant name: \_\_\_\_\_

I authorize \_\_\_\_\_, its subsidiaries, or its managing agents to investigate my rental history. The investigation may include, but is not limited to, the questions listed below.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

To be completed by landlord

Dates of residency: From \_\_\_\_\_ to \_\_\_\_\_. Total number of months \_\_\_\_\_

1. Did the resident pay their rent on time? \_\_\_\_\_

If the resident was late on the rent, how late? \_\_\_\_\_

How often? \_\_\_\_\_ Comments \_\_\_\_\_

How much rent was paid each month by this resident? \_\_\_\_\_

3. Did you receive a security deposit? \_\_\_\_\_

How much of it was returned to the resident? \_\_\_\_\_

4. Did the resident, their guests, or their family damage the apartment or the property? \_\_\_\_\_

Did they pay for the damages? \_\_\_\_\_ Amount of damages \$ \_\_\_\_\_

5. Were the police ever called as a result of the disturbance? \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

Were there problems with the neighbors? \_\_\_\_\_

7. Does the resident have pets or other potential problems that may be important for a landlord to know? \_\_\_\_\_

\_\_\_\_\_

8. Did the resident violate the lease agreement in any way? \_\_\_\_\_

\_\_\_\_\_

Comments: \_\_\_\_\_

9. Did the resident give you proper notice for vacating? \_\_\_\_\_

\_\_\_\_\_

Reason for leaving? \_\_\_\_\_

Would you re-rent to this resident? \_\_\_\_\_

11. What previous address do your records indicate? \_\_\_\_\_

\_\_\_\_\_

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Title: \_\_\_\_\_

Company: \_\_\_\_\_