

## Melter Properties

Address Desired \_\_\_\_\_ Rental Amt \$ \_\_\_\_\_

Today's Date \_\_\_\_\_ Time \_\_\_\_\_ Date of desired Move In \_\_\_\_\_

### PART 1 – APPLICANT'S INFORMATION

Applicant's Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Drivers License #: \_\_\_\_\_

Marital Status  Married  Unmarried Cell Phone: \_\_\_\_\_

Name & Address of Employer: \_\_\_\_\_

Length of Employment (Min. 6 Months): \_\_\_\_\_ Rank \_\_\_\_\_ Bus. Phone: \_\_\_\_\_

Gross Income: \$ \_\_\_\_\_ Per  Week:  Month:  Year

If length of employment is less than one year, then give previous employment history.

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

Previous Employer: \_\_\_\_\_ Date of Employment: \_\_\_\_\_

### PART 2 – SPOUSE'S INFORMATION (Co-Applicant)

Spouse's Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Drivers License #: \_\_\_\_\_

Name & Address of Employer: \_\_\_\_\_

Job Title: \_\_\_\_\_ Length of Employment: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Gross Income: \$ \_\_\_\_\_ Per  Week;  Month;  Year

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

### PART 3 – CHILDREN AND PETS

Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_

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Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_

Pets  None  Yes - type and weight of pets: \_\_\_\_\_

(If Yes, please attach the Pet Application that can be obtained at [www.melterproperties.com](http://www.melterproperties.com))

### PART 4 – RESIDENCE HISTORY

Present Home Address: \_\_\_\_\_ Current Rental Rate: \_\_\_\_\_

(OR last known)

Reason for Leaving: \_\_\_\_\_

Present Landlord: \_\_\_\_\_ Date of Occupancy: \_\_\_\_\_ to \_\_\_\_\_

(OR last known)

Reason for Leaving: \_\_\_\_\_

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

(If address above is less than one year)

Present Landlord: \_\_\_\_\_ Date of Occupancy: \_\_\_\_\_ to \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

### PART 5 – CREDIT REFERENCES

In Case of Emergency, list Nearest Relative to contact:

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

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

Phone number: \_\_\_\_\_

### AGREEMENT

The undersigned agrees to allow Melter Properties, hereinafter called the Agent, or its designated representative to check with credit reporting agencies, references, my employer or commander, and former landlords to determine my eligibility to engage in a rental agreement with the Agent and hereby authorizes others referred to herein to release information to the Agent. I further authorize the Agent to report matters pertaining to the performance of my rental agreement and to my conduct during the tenancy to other property managers, my employer, my commander, and to credit reporting agencies. I understand that failure to provide accurate information is grounds for disapproving this application. I understand that my deposit given with this application to hold the house will be forfeited on a prorated basis, according to the number of days the house was off the rental market if my application is approved and then I decide not to rent the house in question. Kelly Melter is an Agent for the owner.

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

Co-Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Security Deposit: \_\_\_\_\_ \$ \_\_\_\_\_

Sent To: \_\_\_\_\_

Fax #: \_\_\_\_\_

**MELTER PROPERTIES**

**Kelly Melter (910) 273-9056**

**Rick Melter (910) 494-3032**

Email: kellymelter@yahoo.com

**RESIDENTIAL VERIFICATION (Previous/Current Residence)**

Applicant Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Community/Landlord: \_\_\_\_\_

Landlords phone number: \_\_\_\_\_ Landlords fax number: \_\_\_\_\_

Dear Landlord / Property Manager:

We are requesting verification on the above named applicant. Please provide us with the information below and fax it back to us at the number listing above. Thank you in advance for your cooperation in this matter.

Move In Date: \_\_\_\_\_ Move Out Date: \_\_\_\_\_

Current Balance Due: \$ \_\_\_\_\_ Monthly Rental Amount: \_\_\_\_\_

Lease Expired(s): \_\_\_\_\_ Month to Month: \_\_\_\_\_

Proper Notice Given? \_\_\_\_\_ Management Notice Given? \_\_\_\_\_

Pays on Time? \_\_\_\_\_ If not, how many times late? \_\_\_\_\_

Pets? \_\_\_\_\_ Roommates? \_\_\_\_\_

Problems? \_\_\_\_\_

Violations? \_\_\_\_\_ If so, please explain: \_\_\_\_\_

Would you re-rent to applicant? \_\_\_\_\_ Move Out Balance Due: \_\_\_\_\_

Explain: \_\_\_\_\_

Signature of Landlord / Property Manager: \_\_\_\_\_ Date: \_\_\_\_\_

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

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