

property name	state	property no.
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MANAGER USE ONLY →	DATE RECEIVED	TIME RECEIVED	MANAGER INITIAL	APT #	RENT AMOUNT
LEASE TERM	APPLICANT TYPE	APPLICANT TRANSFER	CO-APPLICANT CO-SIGNER	FOREIGN APPLICANT	ROOMMATE

IF BEING ADDED AS A ROOMMATE, CURRENT RESIDENT'S NAME			
APPLICANT (LAST, MIDDLE INITIAL, FIRST)		PHONE NUMBER	DRIVER'S LICENSE #
CURRENT ADDRESS		CITY	STATE ZIP
CURRENT LANDLORD NAME		CURRENT LANDLORD PHONE #	
DATE OF RESIDENCE?	CURRENT MONTHLY RENT AMOUNT?	REASON FOR MOVING	
CURRENTLY RENT	OWN	ON RENTAL AGREEMENT?	

LIST ALL PERSONS WHO WISH TO RESIDE IN YOUR UNIT: (Please print full name – last, first, middle initial) Household must choose one adult as Head of Household.

HEAD OF HOUSEHOLD (Last, First, Middle Initial)	IS MEMBER A FULL OR PART TIME STUDENT?	SOCIAL SECURITY NUMBER	DRIVER'S LICENSE #	BIRTHDATE
SPOUSE OR CO-HEAD (Last, First, Middle initial)	IS MEMBER A FULL OR PART TIME STUDENT?	SOCIAL SECURITY NUMBER	DRIVER'S LICENSE #	BIRTHDATE
NAME (Last, First, Middle initial)	IS MEMBER A FULL OR PART TIME STUDENT?	SOCIAL SECURITY NUMBER	DRIVER'S LICENSE #	BIRTHDATE
NAME (Last, First, Middle initial)	IS MEMBER A FULL OR PART TIME STUDENT?	SOCIAL SECURITY NUMBER	DRIVER'S LICENSE #	BIRTHDATE
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DOES ANYONE IN THE HOUSEHOLD REQUEST A SPECIAL HANDICAP ACCESSIBLE UNIT? YES NO IF YES, PLEASE SPECIFY UNIT TYPE REQUIRED

SOURCES OF INCOME: This includes, but is not limited to, full and/or part-time employment, welfare assistance, social security, pensions, SSI, disability, military pay/benefits, unemployment, child support, alimony, student grants/loans, self-employment, lottery income, income from the sale of property, income from trusts and any other income received from people not residing with you.

FAMILY MEMBER NAME (Last, First, Middle Initial)	EMPLOYER, AGENCY, ETC. THAT YOU RECEIVE INCOME FROM – LIST NAME AND ADDRESS	ANNUAL GROSS INCOME
FAMILY MEMBER NAME (Last, First, Middle Initial)	EMPLOYER, AGENCY, ETC. THAT YOU RECEIVE INCOME FROM – LIST NAME AND ADDRESS	ANNUAL GROSS INCOME
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FAMILY MEMBER NAME (Last, First, Middle Initial)	EMPLOYER, AGENCY, ETC. THAT YOU RECEIVE INCOME FROM – LIST NAME AND ADDRESS	ANNUAL GROSS INCOME

ASSETS: This includes, but is not limited to, checking/savings accounts, 401K, money market accounts, IRA, stock/bonds, CD's, trusts, whole or universal life insurance policies, cash held in safety deposit boxes, items held as investments, etc.

TYPE OF ASSET	CURRENT BALANCE/VALUE	IS THIS ASSET HELD JOINTLY? YES NO	IF YES, WITH WHICH FAMILY MEMBER(S)?
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DO YOU OWN ANY REAL PROPERTY? YES NO	IF YES, TYPE OF PROPERTY?	IF YES, ADDRESS OF PROPERTY?	
HAVE YOU SOLD/DISPOSED OF ANY PROPERTY/ASSET/CASH IN THE LAST 2 YEARS? YES NO	IF YES, TYPE OF ASSET	DATE SOLD/DISPOSED OF	
DO YOU HAVE ANY OTHER ASSETS NOT LISTED ABOVE (EXCLUDING HOUSEHOLD GOODS)? YES NO	IF YES, PLEASE LIST		

PERSONAL REFERENCES: (3 PERSONS NOT RELATED OR LIVING WITH YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR)		
NAME	ADDRESS	PHONE NUMBER
NAME	ADDRESS	PHONE NUMBER
NAME	ADDRESS	PHONE NUMBER
NAME OF NEAREST LIVING RELATIVE OR FRIEND WE CAN CONTACT IN EVENT OF AN EMERGENCY	ADDRESS	PHONE NUMBER

MARKET SOURCE:	Apartment Finder Current Resident Referral Guardian Website Other Referral	Apartment Guide/Apartment Guide.com Drive By Housing Authority referral Prior Resident Referral	Apartments.com Flyers Housing Connections Rent.com	Banners/Signs For Rent/For Rent.com Newspaper RentNet.com
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AUTOMOBILES					
MAKE/MODEL	YEAR	LICENSE #	MAKE/MODEL	YEAR	LICENSE #

WHO SHOULD BE CONTACTED IN CASE OF EMERGENCY?	NAME	ADDRESS	PHONE NUMBER

WHY ARE YOU LEAVING YOUR CURRENT RESIDENCE?					
HOW DID YOU FIND OUT ABOUT OUR BUILDING?	NEWSPAPER	DRIVE BY	RENTAL MAGAZINE	AQUAINTANCE	OTHER _____
WHEN DO YOU DESIRE TO OCCUPY THE APARTMENT?	HAVE YOU GIVEN LEGAL NOTICE WHERE YOU LIVE NOW?			YES	NO
DO YOU INTEND TO HAVE HOUSE PETS AT RESIDENCE?	YES	NO	IF YES, WHAT KIND?		
DO YOU INTEND TO USE A WATER BED AT THIS RESIDENCE	YES	NO	NAME OF RENTER'S INSURANCE		
HAVE YOU EVER BEEN EVICTED?	YES	NO	IF SO, WHEN		
HAVE YOU OR ANY PERSON WHO WILL BE OCCUPYING THE UNIT WHO?	EVER BEEN CONVICTED, PLED GUILTY OR NO-CONTEST TO ANY CRIME? WHEN?			YES	NO
DETAILS					
DO YOU HAVE A SECTION 8 VOUCHER? YES NO IF YOU ANSWERED "YES" WHAT IS THE DOLLAR AMOUNT OF THE VOUCHER? _____					

The undersigned authorize Guardian Management LLC or any screening service to contact my present and previous landlords, my credit references and employers (as listed above) and any credit reporting agency. It is understood and agreed that the sum paid at the time of application will be used as follows: A screening fee will be retained by the landlord as payment for the cost of application screening. Applicant screening entails the checking of your credit, income and other criteria for residency. As part of the application process, Landlord may obtain an Investigative Consumer Report which may include information of your character, general reputation, personal characteristics and mode of living. You have a right to request a written summary of your rights under the Federal Fair Credit Act as well as a complete and accurate disclosure of the nature and scope of the investigation requested. The request should be made to the Landlord or the credit reporting firm listed on the Criteria for Residency. You have the right to dispute the accuracy of any information provided to the landlord by the screening service or credit report agency. The name and address of the screening company can be obtained from either the Criteria for Residency form or the manager. Applicant's copy of this application shall be the receipt for the screening fee. If this application is approved, applicants will have 72 hours from the time of notification to return to execute a Rental Agreement and to pay the amount identified below as "Due upon Acceptance." If applicants fail to execute a rental agreement and to pay the amount identified below as "Due Upon Acceptance" within that time, they will be deemed to have refused the unit and the next application for the unit will be processed. Landlord shall have no liability to applicant until such time as a rental agreement is signed by both parties. I/We understand that giving incomplete or false information is grounds for rejection of this application. If any information supplied on this application is later found to be false, this will be grounds for termination of tenancy. Application acknowledges receipt of a copy of the Criteria for Residency. The information contained in this application is true and complete.

Applicant's Signature _____ Date _____ Co-Applicant's Signature _____ Date _____