

PLEASE PRINT

**APPLICANT INFORMATION**

Name		Are you 18 or older?	Social Security Number		Property Name
Tel - Daytime		Tel - Evening		E-mail	
Present Address Street		Anticipated # of Occupants			
City		State		Zip Code	
How Long	Rent <input type="checkbox"/> Own <input type="checkbox"/>	Present Monthly Rent		Lease	Yes <input type="checkbox"/> No <input type="checkbox"/>
Lease Expires	Present Landlord Name				
Present Landlord Address		Phone			
Previous Address Street		APPROVED: <input type="checkbox"/> YES <input type="checkbox"/> NO (If NO, reason why)			
City		State		Zip Code	
				How Long	



**EMPLOYMENT**

Occupation
Employer Name
Address
How Long
Annual Income

**VEHICLES**

1	Make	Year	Model	Color	License No.
2	Make	Year	Model	Color	License No.

**PREVIOUS EMPLOYMENT**

Occupation
Employer Name
Address
How Long
Annual Income

**BANKS**

Name	Branch
Name	Branch

**REFERENCES**

Name	Address
Name	Address
Name	Address

**CO-APPLICANT INFORMATION**

Name		Are you 18 or older?	Social Security Number	
Tel - Daytime		Tel - Evening		E-mail
Present Address Street		Anticipated # of Occupants		
City		State		Zip Code
How Long	Rent <input type="checkbox"/> Own <input type="checkbox"/>	Present Monthly Rent		Lease
Lease Expires	Present Landlord Name			
Present Landlord Address		Phone		
Previous Address Street		APPROVED: <input type="checkbox"/> YES <input type="checkbox"/> NO (If NO, reason why)		
City		State		Zip Code
				How Long

**CHARGE ACCOUNTS**

Name	Address
Name	Address
Name	Address

Please note that government housing subsidies such as Section 8 Rental Assistance Program (HUD) are accepted towards payment of full monthly rent of the unit. Please answer the following:

Do you anticipate using any such subsidies for monthly rent payments?  
 YES  NO (check one)

If YES, please identify the subsidy to be used: \_\_\_\_\_

I hereby deposit a sum in the amount of \$\_\_\_\_\_ to be held by the Landlord. I promise to execute a lease for one year at a monthly rate of \$\_\_\_\_\_. In the event I choose not to enter into a lease, I shall waive all rights to and shall forfeit said deposit as payment for resultant liquidation damages. I understand the above information may be used in order for the Landlord to run a credit and/or background check. The Landlord shall, within 5 days after receipt of this application, notify me if this application is not approved and accepted, and return the deposit with the exception of \$10.00 which will be retained for the cost of the credit/ background report. The undersigned makes the foregoing representations knowing that if any of such proves false, owner at his option may cancel and annul any lease given in reliance upon such information. The undersigned hereby grant Landlord permission to obtain any additional information deemed appropriate pertaining to my personal and financial records.

**EMPLOYMENT**

Occupation
Employer Name
Address
How Long
Annual Income

**LIST ALL OCCUPANTS (OTHER THAN APPLICANT & CO-APPLICANT)**


NO PETS WILL BE ALLOWED

SIGNATURE	DATE
SIGNATURE	DATE

**BUSINESS SERVICES SUPPORT  
ESCROW DEPOSIT FORM/SUBSTITUTE W-9 FORM  
For U.S. Citizens OR Resident Alien Status ONLY**

Management/Landlord Name: \_\_\_\_\_

Building No.  

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Tenant No.  

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**TENANT TO COMPLETE THIS PORTION**

Tenant's Name (as shown on tenant's income tax return): \_\_\_\_\_

Tenant's Address: \_\_\_\_\_  
Street Address Apt./Suite #

City State Zipcode

Tax Payer Identification Number (TIN)

Social Security # (S) OR Tax Identification (T) - (9 digit number - no letters)

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S/T

Security Deposit Amount: \$ \_\_\_\_\_

**CERTIFICATION**

*Under penalties of perjury, I certify that:*

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

Certification Instructions: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN.

\_\_\_\_\_  
Tenant's Signature - required

\_\_\_\_\_  
Date - required

Branch # \_\_\_\_\_