

SCHOTTENSTEIN
REAL ESTATE GROUP

FOR AGENT USE ONLY:

RENTAL APPLICATION AGREEMENT

APPLICANTS FULL NAME: _____

SS#: _____ FIRST MIDDLE LAST DRIVERS LIC#: _____ DOB: _____

PRIMARY PHONE: _____ OTHER PHONE: _____

HOME EMAIL: _____

SPOUSES' FULL NAME: _____

SS#: _____ FIRST MIDDLE LAST DRIVERS LIC#: _____ DOB: _____

PRIMARY PHONE: _____ OTHER PHONE: _____

HOME EMAIL: _____

Single Other Married Widowed Separated

ALL OCCUPANTS 18 and older must complete an application and be added to the lease.

PLEASE LIST ALL OTHER RESIDENTS TO OCCUPY PREMISES:

NAME OF RESIDENT	RELATIONSHIP
_____	_____
_____	_____
_____	_____

PERSONAL REFERENCES: (Use Local When Possible)

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

IN CASE OF EMERGENCY:

Name: _____ Relationship: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

ANSWER 'YES' or 'NO'

Have you any collection, judgments, or even taken bankruptcy, had property foreclosed, or given deed in lieu thereof? YES NO

Have you ever been evicted from an apartment or violated a rental agreement or contract? YES NO

Have you ever been a defendant/participant in a lawsuit? YES NO

Do you intend to use the premises other than a residence? YES NO

Have you ever been convicted of a felony? YES NO

Have you ever been convicted of being a sex offender or designated as a sexual predator? YES NO

Please Explain any 'YES' answers: _____

PETS: YES NO

Type of Pet: _____ Age: _____ Breed: _____ Color: _____ Weight: _____ Name: _____

Type of Pet: _____ Age: _____ Breed: _____ Color: _____ Weight: _____ Name: _____

NUMBER OF AUTOS OWNED BY ALL OCCUPANTS: Total #: _____ (Please Describe)

Site: _____

Type: _____

Address: _____

Garage: _____

Extras: _____

Pet(s): _____ Value: \$ _____

Lease Term: _____ Value: \$ _____

Total Rent: \$ _____

Possession Date: _____ - _____ - _____

Total Deposit Due: \$ _____

Application Fee Paid: \$ _____

Total Deposit Paid: \$ _____

AVAIL. LIST

RESIDENT DATA SHEET

WEEKLY REPORT

M/I CALENDAR

PRORATED RENT: \$ _____

Rolodex Change of Status

M/I Package Card

Gas Water Electric

Cover Sheet

New Tenant Folder

YOUR PRESENT AND PRIOR PLACES OF RESIDENCE (PLEASE GO BACK AT LEAST FIVE YEARS)

PRESENT Address: _____ City: _____ State: _____ Zip: _____

Present Landlord or Mortgagor _____ Monthly Payment: _____

Month & Year Moved In: _____ Planned Move Out: _____ Owner: _____

Landlord's or Mortgagor's Phone #: _____ Reason for Leaving: _____

PREVIOUS Address: _____ City: _____ State: _____ Zip: _____

Previous Landlord or Mortgagor _____ Monthly Payment: _____

Month & Year Moved In: _____ Planned Move Out: _____ Owner: _____

Landlord's or Mortgagor's Phone #: _____ Reason for Leaving: _____

PREVIOUS Address: _____ City: _____ State: _____ Zip: _____

Previous Landlord or Mortgagor _____ Monthly Payment: _____

Month & Year Moved In: _____ Planned Move Out: _____ Owner: _____

Landlord's or Mortgagor's Phone #: _____ Reason for Leaving: _____

PLEASE GIVE YOUR EMPLOYMENT INFORMATION:

Applicant's Present Place of Employment: _____ Work Phone: _____

Starting Date: _____ Position: _____ Supervisor's Name/Phone #: _____

Employer's Address: _____ City: _____ State: _____ Zip: _____

Applicant's Weekly Gross Income: _____ Applicant's Gross Annual Income: _____

Spouse's Present Place of Employment: _____ Work Phone: _____

Starting Date: _____ Position: _____ Supervisor's Name/Phone #: _____

Employer's Address: _____ City: _____ State: _____ Zip: _____

Applicant's Weekly Gross Income: _____ Applicant's Gross Annual Income: _____

PLEASE BE SURE TO READ THIS SECTION:

Applicant(s) represents that the statements above made are true and correct and hereby authorizes verification of references.

Applicant(s) further understand that we are members of the Credit Bureau of Columbus, and will use their services in order to obtain any public record and credit history.

The Applicant(s) makes Applications to rent a unit for the rental rate in effect at the date specified unit is to be assigned hereafter, and upon approval of this application to sign a Lease in the form presented by the Landlord.

It is understood by the Applicant(s) that this Application is preliminary only and involves no obligation of the Landlord or the Agents of the Landlord to approve this Application or to delivery occupancy of the unit.

It is understood by the Applicant(s) that a copy of the Lease Agreement used by the Landlord will be furnished upon request.

An APPLICATION FEE of \$_____ and \$_____ toward the Security Deposit has been made by Applicant(s) to be held by the Landlord unit: (1)

Applicant(s) execute a Lease in a form presented by the Landlord; (2) this Application is not approved; or (3) Applicant(s) inform the Landlord in writing of his intention to withdraw said Application prior to the date upon which the Landlord assigns a specific unit to the Applicant(s), and provides the Landlord with his forwarding address.

It is understood that upon execution of a Lease in the form presented by the Landlord this Application Fee will not be credited toward the Security Deposit requirement under said Lease.

It is further understood that in the event this Application is rejected or if the Applicant(s) informs the Landlord, according to the requirements set out herein, of his intentions not to rent, the Application fee will not be returned to the Applicant(s). If you are denied based on criminal history, you have 72 hours to request an individualized assessment. **Once the Application is approved and an address is assigned, in the event the Applicant(s) does not**

move-in or cancels, all monies paid will be forfeited. Initials _____ Initials _____

IN NO EVENT WILL THE APPLICATION FEE BE RETURNED TO THE APPLICANT(S).

Applicant's Initials: _____ Date: _____ Spouse's Initials: _____ Date: _____

Applicant's Signature

Spouse's Signature

Agent: _____ Date: _____

FOR AGENT USE ONLY:

APPLICANT'S EMPLOYMENT: _____

SPOUSE'S EMPLOYMENT: _____

RESIDENCE: _____

CREDIT/OTHER: _____

DATE ASSIGNED & ACCEPTED BY APPLICANT: _____ **LEASING AGENT:** _____

DATE: _____ **APPROVED:** **DENIED:** **COMMENTS:** _____

Authorization Request

To Whom It May Concern:

I hereby authorize you to release Schottenstein Real Estate Group, for verification purposes, information concerning:

1. Employment, dates, title, income, hours worked, etc.
2. Banking and Saving Account(s) of record.
3. Mortgage loan rating, credit and criminal report; (opening date, high credit, payment amount, loan balance and payment record.)
4. Rental history; (Term of Lease, Payment History, Problems and/or any derogatory information.)

Also, I hereby authorize utility service to be established in my name and agree to pay for such service.

This information is for the confidential use of Schottenstein Real Estate Group. A photographic or carbon copy of this Authorization, (being photographic or carbon copy of the signature(s) of the undersigned), may be deemed to be the equivalent of the original and may be used as a duplicate original.

Your prompt response and cooperation to this request is greatly appreciated.

Signature: _____

Signature: _____

Signature: _____