

RENTAL APPLICATION

The Woodner Company

Applicant Name _____ **Date of Birth** ___/___/___ **Soc Sec.#** _____
Phone: _____ **Cell Phone** _____ **Email Address** _____
Co-Applicant Name _____ **Date of Birth** ___/___/___ **Soc Sec.#** _____
Phone: _____ **Cell Phone** _____ **Email Address** _____

RESIDENTIAL INFORMATION (APPLICANT)

Present Address: _____ Apt# _____
City _____ State _____ Zip _____
Occupancy from _____ to _____
Present Landlord's Name _____
Landlord's Phone _____ Rent \$ _____
Landlord's Address _____
City _____ State _____ Zip _____
Ever Been Charged With a Crime? Yes _____ No _____
Ever Been Convicted of a Crime? Yes _____ No _____
Nature of Conviction _____

EMPLOYMENT INFORMATION (APPLICANT)

Present Employer _____
Position _____
Address _____
City _____ State _____ Zip _____
Work Phone _____
Supervisor Phone _____ Supervisor _____
Annual Gross Income\$ _____ Fax: _____
Employment dates from _____ to _____
If student, School _____ ID _____
Other Income \$ _____ Source _____

RESIDENTIAL INFORMATION (CO-APPLICANT)

Present Address: _____ Apt# _____
City _____ State _____ Zip _____
Occupancy from _____ to _____
Present Landlord's Name _____
Landlord's Phone _____ Rent \$ _____
Landlord's Address _____
City _____ State _____ Zip _____
Ever Been Charged With a Crime? Yes _____ No _____
Ever Been Convicted of a Crime? Yes _____ No _____
Nature of Conviction _____

EMPLOYMENT INFORMATION (CO-APPLICANT)

Present Employer _____
Position _____
Address _____
City _____ State _____ Zip _____
Work Phone _____
Supervisor Phone _____ Supervisor _____
Annual Gross Income\$ _____ Fax: _____
Employment dates from _____ to _____
If student, School _____ ID _____
Other Income \$ _____ Source _____

THIS SIDE FOR OFFICE USE ONLY

Landlord References Initials _____
Company Name _____
Contact Name _____
Monthly Rent \$ _____ On time? Y N
Length of Tenancy _____ Good tenant? Y N
Notice to vacate? Y N Sued? Y N
Comments: _____

THIS SIDE FOR OFFICE USE ONLY

Employer References Initials _____
Company Name _____
Contact Name _____ Title _____
Salary \$ _____ (Yr, Mo, Wk)
Performance _____
Length _____ Position _____
Comments _____

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Landlord References Initials _____
Company Name _____
Contact Name _____
Monthly Rent \$ _____ On time? Y N
Length of Tenancy _____ Good tenant Y N
Notice to vacate? Y N Sued? Y N
Comments: _____

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Employer References Initials _____
Company Name _____
Contact Name _____ Title _____
Salary \$ _____ (Yr, Mo, Wk)
Performance _____
Length _____ Position _____
Comments _____

Auto Make _____ Year _____ Color _____ State _____ Tag _____

ADDITIONAL FINANCIAL INFORMATION MAYBE BE REQUIRED

DEPENDENT OCCUPANTS (Only those listed on application are permitted to occupy apartment):

Name	Date of Birth	Relationship to Applicant	Income (if applicable)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of Nearest Relative _____ Phone _____
Address _____

A \$100.00 rental deposit is required with each application along with a \$75.00 (\$75 room mate/cosigner) application NON-REFUNDABLE FEE. If the application is withdrawn by the applicant, the \$100 rental deposit is forfeited. If the applicant is rejected, the \$100 rental deposit fee will be refunded. A \$150.00 non-refundable move-in fee due at time of move-in.

This application is made subject to approval of The Woodner Company and may, without designating cause, be disapproved by it. It is agreed that any such disapproval shall not be considered a reflection upon the applicant. I/We hereby authorize The Woodner Company to obtain personal reports on myself/ourselves including, but not limited to: Credit Reports, Housing Court Records,
-Continued-

Criminal Background Checks, and whatever other reports and records The Woodner Company deems necessary in order to process my/our application, as well as in the future, to verify compliance and/or in the event that I/We should default under my/our lease. I/We hereby agree to hold The Woodner Company, its employees and its affiliates harmless from and against any claims that may arise as a result of these investigations. If this application is accepted, it will be made part of the lease entered into by the applicant and the landlord. I have been advised that I have the right under the Fair Credit Reporting Act to make a written request, within 30 days, for a complete and accurate disclosure of the nature and scope of any investigation.

PLEASE NOTE: NO PETS ALLOWED WITHOUT EXPRESS WRITTEN PERMISSION OF THE LANDLORD
I hereby warrant that all representations set forth above are true and if the aforementioned landlord deems any answer or statement herein to be false or misleading, it shall be considered that the lease granted by virtue of this application may be cancelled at landlord's option. I further represent that I am not now renting and never have rented an apartment or other property under any other name, nor have I ever been dispossessed from any apartment or other property, nor am I now being dispossessed.

SIGNED (Applicant) _____ DATE _____
SIGNED (Co-Applicant) _____ DATE _____

For Internal Use Only

Apt# _____ Rent: _____ Apt. Type _____
Security Deposit _____ MI Date _____ Length of Lease _____
Parking _____ Source _____



EQUAL HOUSING
OPPORTUNITY

When you submit an application, a non-refundable fee of \$ 75.00 will be charged for each applicant. By signing the application, you are authorizing Landlord to perform an inquiry as to eligibility criteria used in deciding whether to rent or lease a unit to you.

In determining your eligibility to rent, Landlord considers:

(1) consumer credit history, including but not limited to non-payments, high account balances, collection activity and defaults, with the exception of medical expense and student loan balances;

(2) housing debt information, including rental verification, late payment of rent, tenancy issues with prior landlords;

(3) evictions/judgments in the last 24 months,

(4) income: Monthly rent amount must not exceed 40% of total monthly gross income whether individual or combined.

(5) pending criminal accusations or criminal convictions of felonies or misdemeanors within the last seven years, of crimes set forth in the "Fair Criminal Record Screening for Housing Act of 2016". Consideration will be given to the nature and severity of the criminal offense, your age at the time of the criminal offense, time since the offense occurred, any information you provide regarding your rehabilitation and good conduct since the offense occurred, the degree that the offense, if it recurred, would negatively impact the safety of the housing provider's other tenants or property, and whether the criminal offense occurred on or was connected to property that was rented or leased by the applicant.

You may provide evidence to Landlord demonstrating inaccuracies within your criminal record or evidence of rehabilitation or other mitigating factors you would like Landlord to consider in evaluating your application.

If your application is denied, you will receive a written notification that includes, with specificity, the reason(s) for the denial and a statement of your right to file an administrative complaint with the Office of Human Rights.

Within 20 days of the denial, you may request a copy of all information that Landlord relied on in considering your application, including criminal records. Landlord will respond within 10 days of a timely request for this information.

Applicant Name _____ Date: _____

Signature _____