

Courtesy of DiAlo Rent – www.DiAloRent.com

Instructions & Checklist - Residential Rental Application

This package contains (1) Instructions & Checklist for Residential Rental Application; (2) Information for Residential Rental Application; and (3) Residential Rental Application;

The rental application should be signed by the prospective Tenant and by any spouse that will be residing on the premises.

If a second adult will be renting the premises, they should complete a separate rental application form.

The Landlord should perform a thorough investigation of the prospective Tenant (and Tenant's spouse) based on the information provided in the Application. Landlord should keep copies of any correspondence relating to the Application and written notes of any telephone conversations with and relating to the prospective Tenant(s).

It is a good idea to request some form of identification (i.e. drivers' license, passport etc...) from the applicant after the application is completed

Landlord should make sure that all the information provided by the prospective Tenant(s) "makes sense" and that everything matches (i.e. Drivers' license information matches information on application etc...)

The Landlord should keep the original Application.

A copy of the Application may be provided to the prospective Tenant.

If an Applicant does not meet Landlord's criteria, Landlord should document the reason for the decision. Decisions to reject an Application should be made in good faith and for legitimate legal purposes.

Laws vary from time to time and from state to state. In many states there are specific laws regarding the disclosure of personal information such as employment records, financial and credit records. If you plan on using/disclosing any information provided in this application to any other party, be sure to consult an attorney.

Landlords should not discriminate against any Applicant on any illegal or unlawful basis, including race, color, religion, sex, national origin, age, disability, family status, sexual orientation or any other basis prohibited by local and/or state laws.

These forms are not intended and are not a substitute for legal advice. These forms should only be a starting point for you and should not be used without consulting with an attorney first.

The purchase and use of these forms, is subject to the Disclaimers and Terms of Use found at findlegalforms.com

Information
Residential Rental Application

A \$25 fee is required to process this application.

A Residential Rental Application allows a landlord to obtain information from prospective tenants interested in renting a residential property. Basic information, including prior rental history, employment and credit related information is requested through this application from the potential tenant. The Application allows the prospective tenant to consent to a credit and background check by the Landlord. The prospective Tenant also verifies that the information provided is true and correct.

The information gathered through this application will be useful for the Landlord in making a decision as to whether to rent the premises to the prospective tenant or not.

Landlords should not discriminate against any Applicant on any illegal or unlawful basis, including race, color, religion, sex, national origin, age, disability, family status or any other basis prohibited by local or state laws. Such discrimination as the sole basis of refusal to rent is illegal throughout the United States.

Please note that this information is not intended as and is not a substitute for legal advice

RESIDENTIAL RENTAL APPLICATION

Landlord:	
Address of Rental Property:	
Desired date of occupancy:	Desired length of occupancy:

APPLICANT INFORMATION

Name:	Date of Birth
Social Security No.: - -	Driver's License No:

RENTAL HISTORY

Present Address	
How long at present address	Home Phone No.: ()
Current rent payment:	Reason for moving
Landlord's Name:	Phone No.:

Prior Address	
How long at prior address	
Current rent payment:	Reason for moving
Landlord's Name:	Phone No.: ()

SPOUSE INFORMATION (if applicable)

Name of Spouse:	Date of Birth
Social Security No.: - -	Driver's License No:

NAMES OF OTHER TENANTS, INCLUDING CHILDREN AND ANYONE WHO WILL LIVE WITH YOU (EVEN ON A TEMPORARY BASIS)

No. of occupants:	Adults:	Children:	
Name	Adult: <input type="checkbox"/>	Child's Age:	
Present Address	Home Phone No.: ()		
How long at present address:	Relationship:		
Occupation:	School:		
Name	Adult: <input type="checkbox"/>	Child's Age:	
Present Address	Home Phone No.: ()		
How long at present address:	Relationship:		
Occupation:	School:		
Name	Adult: <input type="checkbox"/>	Child's Age:	
Present Address	Home Phone No.: ()		
How long at present address:	Relationship:		
Occupation:	School:		

IF A SECOND ADULT WILL BE RENTING THE PREMISES, THEY WILL NEED TO COMPLETE A SEPARATE RENTAL APPLICATION FORM.

VEHICLES

Vehicle Model:	Year:	Vehicle Model:	Year:
License No.:		License No.:	

PETS
 Yes No

Name	Name
Type/Breed:	Type/Breed:
Size:	Size:

MISCELLANEOUS

Water bed:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Smokers:	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Do you own real estate? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain where:

Have you ever been evicted from any rental premises? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain:

Have you ever willfully and intentionally refused to pay rent when due? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain:

Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain:

CURRENT EMPLOYER:

Employer:	Business Phone: ()
Position	How long:
Supervisor	Annual Income
Other Income sources: Gov't assistance \$ Child support/Alimony\$ Other \$	

SPOUSE'S CURRENT EMPLOYER:

Employer:	Business Phone: ()
Position	How long:
Supervisor	Annual Income
Other Income sources: Gov't assistance \$ Child support/Alimony\$ Other \$	

NEAREST RELATIVE NOT LIVING WITH YOU:

Name	
Address	
Relationship	Home Phone No.: ()

CREDIT/PERSONAL REFERENCES:

Name:	Name:
Address:	Address:
Phone No.:	Phone No.:
Relationship:	Relationship:

BANK REFERENCES:

Name:	Name:
Branch:	Branch:
Account No.:	Account No.:

CREDIT CARDS:

Credit Card Name:		Credit Card Name:	
Account No.:		Account No.:	
Expiration date:	Year Issued:	Expiration date:	Year Issued:
Credit limit:	Balance owed:	Credit limit:	Balance owed:
Monthly payment:		Monthly payment:	
Credit Card Name:		Credit Card Name:	
Account No.:		Account No.:	
Expiration date:	Year Issued:	Expiration date:	Year Issued:
Credit limit:	Balance owed:	Credit limit:	Balance owed:
Monthly payment:		Monthly payment:	

Landlord does not discriminate against any applicant on the basis of an illegal purpose including, race, color, religion, sex, national origin, age, disability or family status. Such discrimination as the sole basis of refusal to rent is illegal throughout the United States. Local or State laws may provide additional protected classes from discrimination. You can call the U.S. Department of Housing and Urban Development (HUD) at 1-800-424-8590 to ask questions about discrimination.

I represent that the information provided in this Application is true and correct to the best of my knowledge.

I understand that this Application is not a rental agreement and that this Application does not create any obligation on the Landlord.

I understand that the information provided might be used by Landlord to determine whether to accept this Application. I authorize Landlord to verify all the information given in this application, including banking and personal references and employment information provided.

I also authorize Landlord to perform a credit check and a criminal history check. I consent to the release of information relating to my credit and the information provided in this application.

Applicant's Signature

Date

Spouse/Co-Applicant's Signature

Date