

# VIRGINIA RENTAL APPLICATION

(1 per applicant)

Non-Refundable Fee: \$ \_\_\_\_\_

## THE PROPERTY

Type (Apt, Home, Condo): \_\_\_\_\_ Square Feet (SF): \_\_\_\_\_ SF

Bedrooms: \_\_\_\_\_ Rent Amount: \$ \_\_\_\_\_ /Month

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Pets?  Yes  No    Smoking Allowed?  Yes  No    Parking?  Yes  No

If Yes, Describe the Parking: \_\_\_\_\_

## TENANCY

Type/Length: \_\_\_\_\_ Start Date: \_\_\_\_\_

## APPLICANT DETAILS

Full Name: \_\_\_\_\_ DOB: \_\_\_\_\_ SSN: \_\_\_\_\_

Driver's License No. \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Other Occupants?  Yes  No

If Yes, Describe: \_\_\_\_\_

Pets?  Yes  No

If Yes, Describe: \_\_\_\_\_

Vehicles?  Yes  No

If Yes, Describe: \_\_\_\_\_

Ever Been Convicted of a Crime?  Yes  No

If Yes, Describe: \_\_\_\_\_

Ever Filed for Bankruptcy?  Yes  No

If Yes, Describe: \_\_\_\_\_

Ever Been Evicted?  Yes  No

If Yes, Describe: \_\_\_\_\_

### **CURRENT EMPLOYMENT**

Company: \_\_\_\_\_ Occupation/Title: \_\_\_\_\_

How Long? \_\_\_\_\_ Gross Income: \$\_\_\_\_\_ (From Prior Year Tax Filing)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Supervisor: \_\_\_\_\_

### **PREVIOUS EMPLOYMENT**

Company: \_\_\_\_\_ Occupation/Title: \_\_\_\_\_

How Long? \_\_\_\_\_ Gross Income: \$\_\_\_\_\_)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Supervisor: \_\_\_\_\_

### **CURRENT RESIDENCE**

Type (Apt, Home, Condo): \_\_\_\_\_ Square Feet (SF): \_\_\_\_\_ SF

Bedrooms: \_\_\_\_\_ Rent Amount: \$\_\_\_\_\_/Month

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

How long at this Address? \_\_\_\_\_ Current Lease Expiration Date: \_\_\_\_\_

Desire for Moving? \_\_\_\_\_

### **CURRENT LANDLORD**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**PREVIOUS RESIDENCE - 1**

Type (Apt, Home, Condo): \_\_\_\_\_ Square Feet (SF): \_\_\_\_\_ SF

Bedrooms: \_\_\_\_\_ Rent Amount: \$ \_\_\_\_\_ /Month

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**PREVIOUS LANDLORD - 1**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**PREVIOUS RESIDENCE - 2**

Type (Apt, Home, Condo): \_\_\_\_\_ Square Feet (SF): \_\_\_\_\_ SF

Bedrooms: \_\_\_\_\_ Rent Amount: \$ \_\_\_\_\_ /Month

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**PREVIOUS LANDLORD - 2**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**PERSONAL REFERENCES**

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_

**FINANCIAL INFORMATION**

Bank: \_\_\_\_\_ Account # \_\_\_\_\_ Routing # \_\_\_\_\_

Branch Location \_\_\_\_\_ Type:  Checking  Savings

Bank: \_\_\_\_\_ Account # \_\_\_\_\_ Routing # \_\_\_\_\_

Branch Location \_\_\_\_\_ Type:  Checking  Savings

Credit Card: \_\_\_\_\_ Card # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Limit: \$ \_\_\_\_\_

Visa  MasterCard  Discover  Amex  Diner's Club

Credit Card: \_\_\_\_\_ Card # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Limit: \$ \_\_\_\_\_

Visa  MasterCard  Discover  Amex  Diner's Club

Credit Card: \_\_\_\_\_ Card # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Limit: \$ \_\_\_\_\_

Visa  MasterCard  Discover  Amex  Diner's Club

**CONSENT AND ACKNOWLEDGMENT**

I hereby certify that I am at least 18 years of age. Applicant represents that all information given on this application is true and correct. Applicant hereby authorizes verification of all references and facts, including but not limited to current and previous landlords, employers, and personal references. Applicant hereby authorizes owner/agent to obtain any and all Unlawful Detainer, Credit Reports, Tele checks, and/or Criminal Background Reports. Applicant agrees to furnish additional credit and/or personal references upon request. Applicant understands that incomplete or incorrect information provided in the application may cause a delay in processing which may result in denial of tenancy. Applicant hereby waives any claim and releases from liability any person providing or obtaining said verification or additional information.

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

# CONSUMER DISCLOSURE

I/we, the undersigned, authorize the Landlord and its agents to obtain an investigative consumer credit report including but not limited to credit history, OFAC search, landlord/tenant court record search, criminal record search and registered sex offender search. I authorize the release of information from previous or current landlords, employers, and bank representatives. This investigation is for resident screening purposes only and is strictly confidential. This report contains information compiled from sources believed to be reliable, but the accuracy of which cannot be guaranteed. I hereby hold Landlord and its agents free and harmless of any liability for any damages arising out of any improper use of this information.

Important information about your rights under the Fair Credit reporting Act:

- You have a right to request disclosure of the nature and scope of the investigation.
- You must be told if information in your file has been used against you.
- You have a right to know what is in your file, and this disclosure may be free.
- You have the right to ask for a credit score (there may be a fee for this service).
- You have the right to dispute incomplete or inaccurate information. Consumer reporting agencies must correct inaccurate, incomplete, or unverifiable information. These reports are being processed by On-Site.com, P.O. Box 1514, Los Altos, CA 94023-1514, (877) 222-0384. A summary of your rights under the Fair Credit Reporting Act is available by visiting or writing (Para información en español, visite o escriba): <http://www.ftc.gov/credit>

Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Avenue N.W., Washington D.C. 20580.

In connection with my application for housing, I understand that the property owner/agent may obtain one or more consumer reports, which may contain public information, for the purposes of evaluating my application. These consumer reports will be obtained from one or more of the following consumer reporting agencies:

- Equifax, E.C.I.F., P.O. Box 740241, Atlanta, GA, 30374-0241, (800) 685-1111
- Trans Union, Regional Disclosure Center, 1561 Orangethorpe Ave., Fullerton, CA, 92631, (714) 738-3800
- Experian (TRW), Consumer Assistance, P.O. Box 949, Allen, TX, 75002, (888) 397-3742
- On-Site Manager, Inc., P.O. Box 1514, Los Altos, CA, 94023-1514, (877) 222-0384