

# Rental Application

			DATE	NUMBER
NAME OF APPLICANT		HOME PHONE	INITIAL IF OVER 18 YEARS OF AGE	
PRESENT ADDRESS		DATES OF CURRENT OCCUPANCY:	FROM	TO
CITY	STATE	ZIP CODE	AUTOMOBILE: MAKE/YEAR/REG. STATE & NO.	SOCIAL SECURITY#
PRESENT LANDLORD		COMPLETE ADDRESS	PHONE NUMBER	
FORMER LANDLORD		OCCUPANCY	COMPLETE ADDRESS	PHONE NUMBER
CURRENT EMPLOYER		COMPLETE ADDRESS	PHONE NUMBER	
OCCUPATION/SOURCE OF INCOME	TYPE OF BUSINESS	SALARY	LENGTH OF EMPLOYMENT	
FORMER EMPLOYER		LENGTH OF EMPLOYMENT	COMPLETE ADDRESS	PHONE NUMBER
PERSONAL REFERENCE (NAME)		COMPLETE ADDRESS	PHONE NUMBER	
IN CASE OF EMERGENCY NOTIFY (NAME)		COMPLETE ADDRESS	PHONE NUMBER	
CREDIT REFERENCE		COMPLETE ADDRESS	PHONE NUMBER	
BANK – CHECKING ACCOUNT		BRANCH ADDRESS	ACCOUNT NUMBER	
BANK – SAVINGS ACCOUNT		BRANCH ADDRESS	ACCOUNT NUMBER	

**NAME OF ALL CO-TENANTS (EACH ADULT MUST FILE A SEPARATE APPLICATION)**

APARTMENT NO./TYPE	TOTAL NO. OF OCCUPANTS	NO. OF ADULTS	NO. OF PETS	Base rent per month \$ _____ (Subject to escalation as set forth in lease)
ADDRESS				Other Monthly Charges _____ (e.g. parking, etc.)
CITY		OCCUPANCY DATE	RENT BEGINS	Key/Lock _____
TERM OF LEASE (MONTHS)		FROM (DATE)	TO (DATE)	LastMonth's Rent _____
<b>ARE YOU A CONVICTED FELON?</b> (Y/N) _____ if "Yes" Please submit detail of conviction(s).				Security Deposit _____
				Deposit on Account _____
				Balance Due _____
				Upon Acceptance _____

**Base rent and other monthly charges are due and payable on the first day of each month in advance.**

Pursuant to Massachusetts law, the Management shall not make any inquiry concerning race, religious creed, color, national origin, sex, sexual orientation, age, (except if a minor), ancestry or marital status of the Applicant or concerning the fact that the Applicant is a veteran or a member of the armed forces or is handicapped. The Applicant authorizes the Management and/or Renting Agency to obtain or cause to be prepared a consumer credit report relating to the Applicant. An applicant for employment or for housing or an occupational or professional license with a sealed record on file with the commissioner of probation may answer 'no record' with respect to an inquiry herein relative to prior arrests, criminal court appearances or convictions. An applicant for employment or for housing or an occupational or professional license with a sealed record on file with the commissioner of probation may answer 'no record' to an inquiry herein relative to prior arrests or criminal court appearances. In addition, any applicant for employment or for housing or an occupational or professional license may answer 'no record' with respect to any inquiry relative to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution.

Neither the Owner nor the Management is responsible for the loss of personal belongings caused by fire, theft, smoke, water or otherwise, unless caused by their negligence.

The undersigned warrants and represents that all statements herein are true and agrees to execute upon presentation a Rental Housing Association lease or Tenancy at Will agreement in the usual form, a copy of which the Applicant has received or has had occasion to examine, which lease or agreement may be terminated by the Lessor if any statement herein made is not true. Deposit is to be applied as shown above, or applied to actual damages sustained by the Owner, except it is to be refunded if said application is not accepted by the Owner. This application and deposit are taken subject to previous applications.

THIS APPLICATION MUST BE ACTED UPON BY THE OWNER ON OR BEFORE \_\_\_\_\_, 20\_\_\_\_

The Renting Agent is an independent contractor and has no authority to make any representation concerning the premises; the Renting Agent is only authorized to show the apartment for rent and to assist in the screening of Rental Applicants.

Renting Agent..... Applicant Signature.....

# Verification Request

## APPLICANT AUTHORIZATION TO RELEASE INFORMATION

I (PLEASE PRINT NAME) \_\_\_\_\_ hereby authorize all third parties indicated on my application to furnish the information requested below to aaaaaaaaaaaaaaaaaaaaaaaaaa. I release all third parties, their officers, agents, and employees from any an all liability associated with such disclosure of the requested information.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **RENTAL AGENT USE ONLY**

\_\_\_\_\_ has applied for an apartment with out company and has listed you as a reference.

Please fill in the information requested below that applies to you and return to the attention of \_\_\_\_\_ via fax at aaaaaaaaaaaaaa.

#### **Employment Verification**

Position: \_\_\_\_\_

Is the employee full/part time, temporary/permanent: \_\_\_\_\_

Length of employment: \_\_\_\_\_

Weekly Gross Salary: \_\_\_\_\_

Your name and title: \_\_\_\_\_

#### **Student Verification**

Date of Graduation: \_\_\_\_\_

Graduate or Undergraduate: \_\_\_\_\_

Program enrolled in: \_\_\_\_\_

Your name and position: \_\_\_\_\_

#### **Present Landlord Reference**

Tenant's address: \_\_\_\_\_

Dates of occupancy: \_\_\_\_\_

Amount of occupancy: \_\_\_\_\_

Amount of rent: \_\_\_\_\_ Was paid on time: \_\_\_\_\_

Would you re-rent to this tenant: \_\_\_\_\_

Any Problems: \_\_\_\_\_

\_\_\_\_\_

Your name and position: \_\_\_\_\_

Prepared By: \_\_\_\_\_ Agency: \_\_\_\_\_  
(RENTAL AGENT)