

Appendix D: Sample Application

APPLICATION

general information

your name _____ current phone # _____

current address _____

date of birth _____ Social Security # _____

current employment, if any

employer _____ address _____

what is your job there? _____

how long have you worked there? _____

name of a supervisor we could talk with there _____ their tel # _____

last employment before your current job

employer _____ address _____

what was your job there? _____

between what months/years did you work there? _____

name of a supervisor we could talk with there _____ their tel # _____

income

Please list all your current income.

source of income	address (unless government agency)	gross amount per month
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

assets

checking or savings accounts

bank _____ account # _____ current balance \$ _____

bank _____ account # _____ current balance \$ _____

other assets (investments, IRA's, real estate, etc.)

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debts

Please list all debts you currently owe, including all credit card debt.

who money is owed to account # monthly payment if any current balance

landlord references

your landlord now
name and address

_____ how long have you lived there? _____
_____ current rent \$ _____
_____ landlord's phone number _____

previous landlord

_____ how long did you live there? _____
_____ landlord's phone number _____

2 credit references (lenders, phone or utility companies, or other)

name account # address phone #

2 personal references (not relatives)

name address phone #

other information

Do you have, or do you expect to be getting, Section 8 rental assistance? ___yes ___no

Do you own a vehicle? ___yes ___no

If yes: make _____ year _____ license plate # _____

Do you have any pets? ___yes ___no. If yes, please describe.

Do you smoke tobacco or anything else? ___yes ___no

Do you have an alcohol or drug abuse problem. If so, please explain.

Have you ever pleaded, or been found, guilty of a felony or misdemeanor? ___yes ___no
If so, please explain for each instance: when? where? the nature of the crime? whether it was a felony or a misdemeanor, and the outcome of the case.

Have you ever been evicted from any housing? ___yes ___no

If so, please explain (where, by whom, and why).

certifications

I certify that the information given in this application is complete and true to the best of my knowledge.

tenant signature _____ date _____

I authorize the Owner to obtain any information they deem useful in verifying information provided here and determining my suitability as a tenant. Owner may contact, for example, landlords, law enforcement agencies, courts or other agencies or organizations.

tenant signature _____ date _____

Thank you.