

**RENTAL APPLICATION**

**BLUE RIDGE AGENT:** \_\_\_\_\_

**PROPERTY MANAGER PLEASE COMPLETE THIS SECTION BEFORE GIVING TO APPLICANT**

Address of Rental Property \_\_\_\_\_

Rental Terms \_\_\_\_\_

Month to Month \_\_\_\_\_

PRIOR TO MOVE IN

First Month's Rent ..... \$ \_\_\_\_\_

Security Deposit..... \$ \_\_\_\_\_

Credit Check... **per applicant** ..... \$ 15.00

Pet Deposit (if applicable)..... \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

Are there additional notes? Y or N

**Applicant:** (This area **MUST** be completely filled out)

Full Name \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Social Security # \_\_\_\_\_

Drivers Lic. #/State \_\_\_\_\_ Vehicle Make \_\_\_\_\_

Model \_\_\_\_\_ Color \_\_\_\_\_ Year License Plate #/State \_\_\_\_\_

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

**Co-Applicant:** (This area **MUST** be completely filled out if applicable)

Full Name \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Social Security # \_\_\_\_\_

Drivers Lic. #/State \_\_\_\_\_ Vehicle Make \_\_\_\_\_

Model \_\_\_\_\_ Color \_\_\_\_\_ Year License Plate #/State \_\_\_\_\_

**All Other Occupants (including children under eighteen)**

\_\_\_\_\_  
\_\_\_\_\_

Mortgage and/or Rental History

Current Address \_\_\_\_\_  
(THIS BLANK MUST BE FILLED OUT COMPLETELY INCLUDING ZIP CODE)

Length of Occupancy \_\_\_\_\_ Current Rent \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Landlord/Manager \_\_\_\_\_ Phone # \_\_\_\_\_

Previous Address \_\_\_\_\_

Length of Occupancy \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Landlord/Manager \_\_\_\_\_ Phone # \_\_\_\_\_

Employment History (This area must be filled out by all applicants responsible for rent payments)

**Applicant** Current Employer \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone # \_\_\_\_\_

Length of Employment \_\_\_\_\_ Title/Position \_\_\_\_\_

Previous Employer \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone # \_\_\_\_\_

Length of Employment \_\_\_\_\_ Title/Position \_\_\_\_\_

Reason for leaving \_\_\_\_\_

**Co-Applicant** Current Employer \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone # \_\_\_\_\_

Length of Employment \_\_\_\_\_ Title/Position \_\_\_\_\_

Previous Employer \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone # \_\_\_\_\_

Length of Employment \_\_\_\_\_ Title/Position \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Income

Applicant's Gross Monthly Employment Income  
 (before deductions)..... \$ \_\_\_\_\_  
 Co-Applicant's Gross Monthly Employment Income  
 (before deductions)..... \$ \_\_\_\_\_  
 Other Monthly Income (please include source)  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 TOTAL..... \$ \_\_\_\_\_

**WE WILL REQUEST PAY STUBS AND/OR BANK STATEMENT TO VERIFY INCOME.**

Credit/Financial Information

Do you have a:   Checking account    Yes \_\_\_\_\_    No \_\_\_\_\_  
                   Saving account        Yes \_\_\_\_\_    No \_\_\_\_\_  
                   Other                        Yes \_\_\_\_\_    No \_\_\_\_\_

Miscellaneous Information

Do you have pets:    Yes \_\_\_\_\_    No \_\_\_\_\_  
   Number \_\_\_\_\_    Type \_\_\_\_\_  
 Do you smoke:        Yes \_\_\_\_\_    No \_\_\_\_\_

\*\*\*\*\*

Have you ever:        Filed Bankruptcy        Yes \_\_\_\_\_    No \_\_\_\_\_  
                           Been Sued                Yes \_\_\_\_\_    No \_\_\_\_\_  
                           Been Evicted            Yes \_\_\_\_\_    No \_\_\_\_\_  
                           Been convicted of a crime    Yes \_\_\_\_\_    No \_\_\_\_\_

Please explain any 'yes' answers \_\_\_\_\_  
 \_\_\_\_\_

References

Personal References \_\_\_\_\_ Phone # \_\_\_\_\_  
 Relationship to you \_\_\_\_\_  
 Personal References \_\_\_\_\_ Phone # \_\_\_\_\_  
 Relationship to you \_\_\_\_\_

Emergency Contact

Name \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

Relationship to you \_\_\_\_\_

Please add any medical information that we should be aware of \_\_\_\_\_



I certify that all the information given above is true and correct. I understand that my lease and/or rental agreement may be terminated if I have made any false and/or incomplete statements on this application. I authorize verification of the information provided in this application from the credit bureau, current & previous landlords, employers, and any references given. This permission will survive the expiration of my tenancy.

Applicant \_\_\_\_\_

Date \_\_\_\_\_

Co-Applicant \_\_\_\_\_

Date \_\_\_\_\_

**PLEASE INDICATE BLUE RIDGE AGENT YOU ARE WORKING WITH:**

\_\_\_\_\_



For Office use only \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Consent to Background & Reference Check

The undersigned Applicants(s) hereby authorize(s) BLUE RIDGE PROPERTIES, INC., and any consumer or credit reporting agency or bureau employed by it, to investigate our character, general reputation, mode of living, credit and financial responsibility, and the statements made with this Application, and to inquire of and check with the persons and references named therein, and also authorize(s) such credit or consumer agency or bureau to make a consumer or credit report in connection therewith.

If you accept this Application and deliver a lease to me(us) for execution on the above terms in the form prepared by you, I(we) shall within seven days thereafter execute and deliver the same to you and deposit with you simultaneously a sum equal to one months rent together with the security deposit for the faithful performance by me(us) of all terms, conditions and covenants by said lease, less the earnest money deposit you shall than apply to the security deposit. If I(we) fail or refuse to execute and deliver the said lease to you within the seven day period, the earnest money deposit made herewith is to be retained by you as liquidated damages, and there shall be no further liability on the part of the owner, or the undersigned in respect to said proposed lease or this Application.

This Application shall not be binding upon the owner until accepted in writing. The delivery of a lease to the undersigned for signature shall not be constructed as an acceptance of the application nor shall such lease be binding upon the owner until it has been executed on the owner's behalf and delivered to the undersigned.

\_\_\_\_\_  
Name – please print

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Signature