



## LEASE APPLICATION

### SECTION 1. RENTAL PROPERTY/LEASE INFORMATION

**Processing Fee** The Application and Credit Check Fee is \$50.00 payable in cash or certified funds at time of application. **This Processing Fee is NOT REFUNDABLE.**

Requested Possession Date \_\_\_\_\_

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

Security Deposit \$ \_\_\_\_\_  
*Payable in certified funds upon approval of application.*

Rent Amount \$ \_\_\_\_\_  
*Payable in certified funds before or at time of possession.*

***NOTICE: THE ABOVE PROPERTY IS OFFERED FOR LEASE WITHOUT REGARD TO SEX, RACE, RELIGION, COLOR, HANDICAP, FAMILIAL STATUS OR NATIONAL ORIGIN.***

### SECTION 2. GENERAL INFORMATION

**A COPY OF PHOTO IDENTIFICATION FOR ALL APPLICANTS MUST BE SUBMITTED WITH THIS APPLICATION and COPIES OF MOST RECENT PAYROLL STUBS.**

**Print name in full including middle name** \_\_\_\_\_

Phone Number home/cell (circle one) \_\_\_\_\_ Work Number \_\_\_\_\_

Social Security Number \_\_\_\_\_ Drivers License Number \_\_\_\_\_

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

Date of Birth \_\_\_\_\_ Photo ID? Yes ☐ No ☐

**Other Applicant (Spouse/Roommate)** \_\_\_\_\_

Phone Number home/cell (circle one) \_\_\_\_\_ Work Number \_\_\_\_\_

Social Security Number \_\_\_\_\_ Drivers License Number \_\_\_\_\_

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

Date of Birth \_\_\_\_\_ Photo ID? Yes ☐ No ☐

List name, ages and relationship of occupants, other than Applicant(s):

<u>Name</u>	<u>Age</u>	<u>Relationship</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

***No other individuals shall occupy the premises other those named above.***

**Pets:** Yes ☐ No ☐ If Yes, how many? \_\_\_\_\_ What kind? \_\_\_\_\_

Breed \_\_\_\_\_ weight \_\_\_\_\_ age \_\_\_\_\_ Neutered: Yes ☐ No ☐ Indoors ☐ Outdoors ☐

Breed \_\_\_\_\_ weight \_\_\_\_\_ age \_\_\_\_\_ Neutered: Yes ☐ No ☐ Indoors ☐ Outdoors ☐

### **SECTION 3. RESIDENCE HISTORY FOR PAST TWO YEARS**

Present Address \_\_\_\_\_ Rent/Mortgage Payment \$ \_\_\_\_\_

City, State, Zip \_\_\_\_\_ How Long? Years \_\_\_\_\_ Mos. \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Mobile/Page # \_\_\_\_\_

Present Landlord/Mortgage Co. \_\_\_\_\_ Phone \_\_\_\_\_

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

Previous Address \_\_\_\_\_ Rent/Mortgage Payment \$ \_\_\_\_\_

City, State, Zip \_\_\_\_\_ How Long? Years \_\_\_\_\_ Mos. \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Mobile/Page # \_\_\_\_\_

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

Previous Address \_\_\_\_\_ Rent/Mortgage Payment \$ \_\_\_\_\_

City, State, Zip \_\_\_\_\_ How Long? Years \_\_\_\_\_ Mos. \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Mobile/Page # \_\_\_\_\_

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

#### SECTION 4. EMPLOYMENT HISTORY

Applicant Employer \_\_\_\_\_ Position \_\_\_\_\_ How long? \_\_\_\_\_

Address \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_

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

Previous Employer \_\_\_\_\_ Position \_\_\_\_\_ How long? \_\_\_\_\_

Address \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_

Other Income \_\_\_\_\_ Source \_\_\_\_\_

Bank: Do you have a checking/savings account? Yes ☐ No ☐ If Yes, what bank? \_\_\_\_\_

Other Applicant Employer \_\_\_\_\_ Position \_\_\_\_\_ How long? \_\_\_\_\_

Address \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_

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

Previous Employer \_\_\_\_\_ Position \_\_\_\_\_ How long? \_\_\_\_\_

Address \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_

Other Income \_\_\_\_\_ Source \_\_\_\_\_

Bank: Do you have a checking/savings account? Yes ☐ No ☐ If Yes, what bank? \_\_\_\_\_

Have you or your co-applicant ever:

Filed for bankruptcy? Yes ☐ No ☐ If so, date of discharge \_\_\_\_\_

Been evicted? Yes ☐ No ☐ Broken a Lease? Yes ☐ No ☐

Been convicted of a felony? Yes ☐ No ☐ Been sued for non-payment of rent? Yes ☐ No ☐

Been sued for damage to rental property? Yes ☐ No ☐

Explain any "yes" listed above: \_\_\_\_\_

\_\_\_\_\_

Personal References - people or friends who have visited you in your current residence. **NO RELATIVES.**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Can be reached at telephone number \_\_\_\_\_ between \_\_\_\_\_ a.m. and \_\_\_\_\_ p.m.

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Can be reached at telephone number \_\_\_\_\_ between \_\_\_\_\_ a.m. and \_\_\_\_\_ p.m.

### SECTION 5. OTHER INFORMATION

Will any smokers occupy the property? Yes ☐ No ☐

Do you have Tenant's Homeowner Insurance Coverage? Yes ☐ No ☐ If yes, what is the name of your

Insurance Company? \_\_\_\_\_

Vehicle Information:	<u>Make</u>	<u>Model</u>	<u>Tag Number</u>
	_____	_____	_____
	_____	_____	_____

Will trailers, boats, motorcycles, motor homes or commercial vehicles be stored at the property?

Yes ☐ No ☐ If Yes, list \_\_\_\_\_

Describe water-filled furniture you want to have in the rental property.

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

In Case of Emergency Notify:

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

Relationship \_\_\_\_\_

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

Relationship \_\_\_\_\_

## SECTION 6. APPLICANT(S) ACKNOWLEDGEMENT/AGREEMENT AND AUTHORIZATION

Applicant(s) represents that all of the above statements are true and complete and authorizes verification of all the above information by all means available, including employment, personal references, credit records, public records, current and previous property owners and criminal records by the Owner. Applicant(s) acknowledges that false information may constitute a breach of the lease entitling the Owner, at the Owner's option, to repossess the Property. Further, Applicant(s) expressly authorizes Owner to obtain Applicant's consumer credit report, which Owner may use if attempting to collect past due rent payments, late fees, or other charges from Applicant(s) both during the term of the lease and thereafter.

Applicant(s) also understands and agrees that this application will be retained by the Owner whether or not approved. Applicant(s) understands and agrees that, in the future upon request, the Owner will release information concerning the Owner's experience with Applicant(s) as an Applicant/Tenant(s). Applicant(s) understands and agrees that this application will not be processed without the Processing Fee set out in Section 1. Applicant(s) further agrees and understands that this Processing Fee will **NOT BE REFUNDED regardless of whether or not the Owner accepts this application for residency.**

I have read and understand the above acknowledgement and authorization and agree to the terms.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Co-Applicant's Signature

Date \_\_\_\_\_ Date \_\_\_\_\_

The undersigned Owner acknowledges receipt of the non-fundable processing fee.

\_\_\_\_\_  
Owner's Signature

Date \_\_\_\_\_

Please return application to: P.O. Box 521094 Tulsa, OK 74152