



# RESIDENTIAL RENTAL APPLICATION

Date Approved: _____
Approved By: _____

Date: \_\_\_\_\_ Address Applying For: \_\_\_\_\_ Total Monthly Rent: \$ \_\_\_\_\_

Nonrefundable Application Fee: \$60 per person, unless legally married. Security Deposit: \$ \_\_\_\_\_

**THE SECURITY DEPOSIT IS REQUIRED WITH THE APPLICATION AND MUST BE IN A DIFFERENT PAYMENT THAN THE APPLICATION FEE SINCE IT GOES INTO A DIFFERENT ACCOUNT. YOUR SECURITY DEPOSIT WILL HOLD THE PROPERTY UP TO 30 DAYS!**

**Requested Move In Date** \_\_\_\_\_

*Please print all items completely and legibly with your legal information!*

**Applicant Information:**

Legal Name: First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

If you identify with an alternative name, provide that name here \_\_\_\_\_

Social Security # \_\_\_\_\_ Birth Date \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

Driver's License # \_\_\_\_\_ Driver's License State \_\_\_\_\_ **We require a copy!**

Email Address \_\_\_\_\_ Can we email and text you? Yes \_\_\_ No \_\_\_

Vehicle: Make & Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag # \_\_\_\_\_

**I am legally married to:** \_\_\_\_\_ **They are required to fill out an application!**

**Additional Occupant Information:**

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

**Current Address:** \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Moved In \_\_\_\_\_ Moved Out \_\_\_\_\_ Reason for Moving \_\_\_\_\_

Landlord | Company Name \_\_\_\_\_ Landlord Phone (\_\_\_\_) \_\_\_\_\_

Monthly Rent | Mortgage \_\_\_\_\_ Was your name on the lease? Yes \_\_\_ No \_\_\_

Did you give written notice to vacate? Yes \_\_\_ No \_\_\_ Do you have an outstanding balance? Yes \_\_\_ No \_\_\_

**Previous Address:** \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Moved In \_\_\_\_\_ Moved Out \_\_\_\_\_ Reason for Moving \_\_\_\_\_

Landlord | Company Name \_\_\_\_\_ Landlord Phone (\_\_\_\_) \_\_\_\_\_

Monthly Rent | Mortgage \_\_\_\_\_ Was your name on the lease? Yes \_\_\_ No \_\_\_

Did you give written notice to vacate? Yes \_\_\_ No \_\_\_ Do you have an outstanding balance? Yes \_\_\_ No \_\_\_

Have you ever filed for Bankruptcy? Yes \_\_\_ No \_\_\_ Do you have any active Foreclosures? Yes \_\_\_ No \_\_\_

Have you ever been evicted? Yes \_\_\_ No \_\_\_ Do you owe another Landlord money? Yes \_\_\_ No \_\_\_

Have you ever willfully or intentionally refused to pay rent? Yes \_\_\_ No \_\_\_

Do you have any outstanding judgment(s) or warrant(s) against you? Yes \_\_\_ No \_\_\_

# THE SHANDON GROUP RESIDENTIAL RENTAL APPLICATION

## Employment and Income History

Current Employer Name \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Job Title | Description \_\_\_\_\_ Start Date \_\_\_\_\_

Salary \_\_\_\_\_ Per week, month, or year? \_\_\_\_\_ Gross or Net? \_\_\_\_\_

Are you a full time college student? Yes \_\_\_ No \_\_\_ (if yes, provide us a signed Parent Letter of Guarantee Form)

If yes, what college are you attending? \_\_\_\_\_

Are you active military? Yes \_\_\_ No \_\_\_ If yes, Commanding Officer Name \_\_\_\_\_

Other Verifiable & Legal Income Source: \_\_\_\_\_ Salary \_\_\_\_\_

Contact Name or Email \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

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## Emergency Contact (Other than your spouse)

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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**If allowed, all pets are subject to Owner approval and fees!** Do you have any pets? Yes \_\_\_ No \_\_\_

If yes: What kind | breed? \_\_\_\_\_ How many? Dog \_\_\_ Cat \_\_\_ Other \_\_\_

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The Shandon Group requires everyone over the age of 18 to fill out an application. The Shandon Group requires the following to be submitted with each application for it to be considered as accepted or applied: application fee, security deposit, proof of income, and a copy of your driver's license, passport, or other photo ID. *The Shandon Group will make the decision of approval based on the information we receive.*

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I declare that the information I provided on the rental application is legal and true. I understand this application may be rejected at Landlord, Agent, or Property Owner's option if any false information is given or any pertinent information is withheld or falsely stated. I authorize you to check any references, employment history, income history, living history, address history, background history, criminal history, credit history, financial history, pet history, and anything else required to process my application. I understand that this application and the information on it may be shared with other business concerns and any vendors The Shandon Group may utilize to help process this application. I understand my record of payment history, rental behavior, and living conditions will be shared with other business concerns. Any rental deposit herein given is refundable only if this application is not acceptable to the Landlord, Agent, or Property Owner. **The security deposit is forfeited entirely if I, the applicant, refuse or cancel the rental unit after applying or acceptance of this application by the Landlord, Agent, or Property Owner.** I understand that the security deposit becomes nonrefundable if I withdraw, cancel, fail to respond, refuse to sign the lease agreement, unable to provide proof of utility transfer information or fail to move into the property after I have applied. I understand that if I withdraw, cancel, fail to respond, refuse to sign the lease agreement, unable to provide proof of utility transfer information or fail to move into the property then I may be liable for all rent and applicable utilities until the end of the lease term. I understand that I had an opportunity to view the property before and I accept the property in the condition I viewed unless otherwise agreed to in writing. I understand that I had an opportunity to view the lease agreement before applying. I understand that The Shandon Group will contact me (text message, email, phone call, etc...) with the information I have provided to them and that it is my responsibility to update The Shandon Group if that information changes throughout my tenancy. I understand that The Shandon Group is representing the Property Owner as the Landlord.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_