



HOME DISCOVERY, INC.

Thank you for working with Home Discovery! We look forward to making your apartment rental a smooth and efficient process!

RENTAL CHECKLIST

In order to make an offer on and/or proceed with the application approval process for an apartment, Home Discovery needs the following from each of the prospective tenants:

- Lease application with both lines on back page signed.
- First month's rent made out to Home Discovery, Inc.
- \$50.00 Credit check fee for each applicant made out to Home Discovery, Inc.
- Security deposit made out to the prospective landlord or building account.
- Last three pay stubs for each applicant.
Or if starting new job, acceptance letter stating new pay.
Or if independently employed, provide bank statement.

If multiple roommates or tenants are involved, please gather all checks and bring them to our office *together*. The application approval process will not begin until *all* checks and applications are received. Units will stop being shown to other applicants once we receive checks.

Leases will be drawn up when all applications are received and all terms have been agreed upon.

DATE: _____

AGENT: _____

LEASE APPLICATION

PROPERTY

ADDRESS: _____

APPLICANT INFORMATION

Name: _____

Telephone #: _____

Email: _____

Social Security #: _____

Date of Birth: _____

Present Address: _____

City State Zip

How long at present address: _____

\$ _____
Monthly Rent

Present Landlord : _____

Telephone: _____

Previous Address: _____

City State Zip

How long at previous address: _____

Previous Landlord : _____

Telephone: _____

EMPLOYMENT

Present Employer: _____

Address: _____

Telephone #: _____

Position: _____

How Long: From _____ To _____

\$ _____
Salary Per

Contact: _____

Previous Employer : _____

Address: _____

Telephone : _____

Position : _____

How Long: From _____ To _____

\$ _____
Salary

Contact: _____

CO-APPLICANT INFORMATION

Name: _____

Telephone #: _____

Email: _____

Social Security #: _____

Date of Birth: _____

Present Address: _____

City State Zip

How long at present address: _____

\$ _____
Monthly Rent

Present Landlord : _____

Telephone: _____

Previous Address: _____

City State Zip

How long at previous address: _____

Previous Landlord : _____

Telephone: _____

EMPLOYMENT

Present Employer: _____

Address: _____

Telephone #: _____

Position: _____

How Long: From _____ To _____

\$ _____
Salary Per

Contact: _____

Previous Employer : _____

Address: _____

Telephone : _____

Position : _____

How Long: From _____ To _____

\$ _____
Salary

Contact: _____

CREDIT REFERENCES

Bank: _____

Bank: _____

Address: _____

Address: _____

City State Zip

City State Zip

Checking Account # _____
 Savings Account# _____
 Other _____

Checking Account # _____
 Savings Account# _____
 Other _____

Major Credit Cards (how many)

Major Credit Cards (how many)

Type: _____ Balance: _____

Type: _____ Balance: _____

Type: _____ Balance: _____

Type: _____ Balance: _____

Personal Reference in Case of Emergency:

Personal Reference in Case of Emergency:

1. _____

1. _____

References:

References:

2. _____

2. _____

3. _____

3. _____

I(We) agree to lease the above the premises and agree to abide by all tenants rules, regulations and obligations for this unit. If this application is approved and accepted, and the applicant(s) fail to execute a lease, the deposit will be retained as liquidated damages. If this application is not approved and accepted, the deposit will be refunded promptly. The undersigned applicant(s) hereby certifies that the statements made on this application form are true and correct. Deliberate misrepresentation of information on this form will result in a forfeiture of the deposit. I(We) agree that inquires may be made to verify the statements in this application. Further, I(we) hereby indemnify and hold harmless Home Discovery Inc. and its duly authorized agents for any loss or liability that may arise as the result of any act or omission on the part of the owner/landlord or any act or omission on the part of Home Discovery Inc.

(X) _____
Applicant Signature

(X) _____
Co-Applicant Signature

Date: _____

Date: _____

CREDIT CHECK AUTHORIZATION

I (we) understand and hereby authorize agent/owner and any consumer or credit reporting agency or bureau employed by it to investigate my (our) character, general reputation, mode of living, credit and financial responsibility and the statements made with the application and to inquire and check with the person and reference named and also authorize such credit or consumer reporting agency or bureau to make a consumer or credit report to connection therewith.

(X) _____
Applicant

(X) _____
Co-Applicant

