Rental Application

General-purpose form, not legal advice. Landlord and tenant law varies by state and city — check your state's requirements before relying on this form.

Every adult who will live in the property completes their own application. A cosigner or guarantor completes one too. This is an application, not a lease: signing it does not rent the property to anyone. Landlord: use the same written rental criteria for every applicant, and check your state and city rules on application fees, what you may ask, and screening reports before you hand this out.

THE PROPERTY APPLIED FOR

PROPERTY ADDRESS

UNIT OR ROOM | MONTHLY RENT QUOTED | MOVE-IN DATE (MM/DD/YYYY)

LEASE LENGTH WANTED | HOW YOU HEARD ABOUT THIS PROPERTY

ABOUT YOU

FULL LEGAL NAME | OTHER NAMES USED

PHONE | EMAIL

PHOTO ID TYPE | ID NUMBER (LAST FOUR ONLY) | ISSUED BY

☐ I am applying to live in the property

☐ I am applying as a cosigner or guarantor and will not live there

WHERE YOU HAVE LIVED

Start with your current home. List enough homes to cover the period the landlord's criteria ask about.

CURRENT ADDRESS

LIVED THERE FROM (MM/DD/YYYY) | MONTHLY RENT OR MORTGAGE | RENT, OWN, OR OTHER

LANDLORD OR MANAGER NAME | LANDLORD PHONE OR EMAIL

REASON FOR MOVING

PREVIOUS ADDRESS

FROM (MM/DD/YYYY) | TO (MM/DD/YYYY) | MONTHLY RENT

LANDLORD OR MANAGER NAME | LANDLORD PHONE OR EMAIL

REASON FOR LEAVING

WORK AND INCOME

CURRENT EMPLOYER OR INCOME SOURCE | POSITION

START DATE (MM/DD/YYYY) | GROSS MONTHLY INCOME | SUPERVISOR OR CONTACT PHONE

EMPLOYER ADDRESS

OTHER INCOME (SOURCE) | OTHER INCOME (MONTHLY AMOUNT)

PREVIOUS EMPLOYER | FROM AND TO

Proof you can provide (tick what is attached). Many states and cities protect a person's lawful source of income, so the landlord counts every lawful source the same way.

- ☐ Recent pay stubs
- ☐ Offer letter
- ☐ Bank statements
- ☐ Benefit or award letter
- ☐ Tax return
- ☐ Other

WHO WILL LIVE THERE

TOTAL NUMBER OF PEOPLE WHO WILL LIVE THERE | ADULTS (EACH COMPLETES AN APPLICATION)

NAMES OF EVERYONE WHO WILL LIVE THERE

PETS, VEHICLES AND SMOKING

PETS: TYPE, BREED, WEIGHT AND HOW MANY

SMOKING OR VAPING (YES OR NO)

An assistance animal is not a pet. It is not charged a pet fee, pet rent or pet deposit. You do not need to list one here as a pet.

VEHICLE	MAKE AND MODEL	YEAR	COLOR	PLATE AND STATE
Vehicle 1				
Vehicle 2				

RENTAL RECORD

HAS A COURT ORDERED YOU TO LEAVE A RENTAL IN THE LAST ___ YEARS? | YES OR NO

HAVE YOU EVER ENDED A LEASE EARLY AND OWED MONEY FOR IT? | YES OR NO

IF YES, TELL US WHAT HAPPENED (OPTIONAL)

REFERENCES AND EMERGENCY CONTACT

REFERENCE NAME | HOW YOU KNOW THEM | PHONE OR EMAIL

REFERENCE NAME | HOW YOU KNOW THEM | PHONE OR EMAIL

EMERGENCY CONTACT NAME | RELATIONSHIP | PHONE

COSIGNER OR GUARANTOR (IF ANY)

NAME | PHONE | EMAIL

The cosigner completes their own copy of this application.

APPLICATION FEE

FEE AMOUNT | PAID ON (MM/DD/YYYY) | PAID BY (CASH, CHECK, OTHER)

Some states cap application fees, require a receipt, or require any unused part to be refunded. The landlord fills this in and gives you a copy.

PERMISSION TO CHECK THIS APPLICATION

Landlord: this permission is general wording, not legal advice. Screening reports, the notices you owe an applicant you turn down, and what you may consider differ by state and city. Have this section reviewed for your state before you use it, and use the screening company's own permission form where it requires one.

I give the landlord or manager named on this application, and any screening company they choose, permission to check the information I have given: to contact my current and past landlords, employers and references, and to obtain reports about my rental, credit and background history for the purpose of deciding on this application only.

DATE OF BIRTH (MM/DD/YYYY) FOR IDENTITY ONLY | SOCIAL SECURITY OR OTHER ID NUMBER

APPLICANT SIGNATURE | PRINTED NAME | DATE (MM/DD/YYYY)

SIGNATURE

I confirm that everything on this application is true and complete. I understand that false or missing information can be a reason to turn down my application, and that this application is not a lease and does not promise me the property.

APPLICANT SIGNATURE | PRINTED NAME | DATE (MM/DD/YYYY)

FOR THE LANDLORD OR MANAGER

RECEIVED ON (MM/DD/YYYY) | RECEIVED BY | FEE RECEIVED

- ☐ Photo ID seen
- ☐ Income checked
- ☐ Landlord references checked
- ☐ Screening report ordered
- ☐ Same written criteria applied as every applicant
- ☐ Applicant told the decision in writing

- ☐ Approved
- ☐ Approved with conditions
- ☐ Not approved

NOTES AND THE REASON FOR THE DECISION