

# APPLICATION FOR LEASE

(Please Print)



Application is made individually, or jointly and severally, by the applicant(s), to lease any \_\_\_\_\_ bedroom home in the Woodcliff Community for \_\_\_\_\_ year(s), with a desired move-in on \_\_\_\_\_, 20\_\_\_\_ for the monthly rent of \_\_\_\_\_ and a Security Deposit of \$ \_\_\_\_\_

(A \$20.00 application fee, in check or money order form only, is also required in order to process this application )

## APPLICANT

(First)

(Middle)

(Last)

Date of Birth

Male

Female

Marital Status (optional): \_\_\_\_\_

Maiden Name: \_\_\_\_\_

\*\* Social Security No. \_\_\_\_\_

Driver's License No. \_\_\_\_\_

State \_\_\_\_\_

Where can you be reached prior to the lease term? Daytime: (\_\_\_\_\_) Evening: (\_\_\_\_\_) \_\_\_\_\_

Military?  Yes  No Rank/Branch/Unit \_\_\_\_\_ / \_\_\_\_\_ Name of Commander \_\_\_\_\_ Commander Tel # \_\_\_\_\_

## PRESENT ADDRESS

Address \_\_\_\_\_

How long? \_\_\_\_\_ Rent or Own? \_\_\_\_\_ Monthly Payment \_\_\_\_\_

Landlord's Name \_\_\_\_\_

Landlord's Phone (\_\_\_\_\_) \_\_\_\_\_

Reason for moving \_\_\_\_\_

## PRESENT EMPLOYMENT

Full-Time  Part-Time  Self Employed

Company \_\_\_\_\_

Address \_\_\_\_\_

How long? \_\_\_\_\_ Position \_\_\_\_\_

Annual Salary \$ \_\_\_\_\_ No. Hours/Week \_\_\_\_\_

Supervisor's Name/Title \_\_\_\_\_ / \_\_\_\_\_

Phone No. (\_\_\_\_\_) \_\_\_\_\_ Ext. \_\_\_\_\_

Battalion \_\_\_\_\_

BANK NAME \_\_\_\_\_

## PERSONAL REFERENCE

Name \_\_\_\_\_

Phone No. (\_\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

Parents Name / Tel: \_\_\_\_\_

Have you ever filed for bankruptcy? (circle one) Yes \_\_\_\_\_ No \_\_\_\_\_ Date filed \_\_\_\_\_ Date Granted \_\_\_\_\_ State \_\_\_\_\_

Have you ever been evicted or had judgment issued against you? (circle one) Yes \_\_\_\_\_ No \_\_\_\_\_

Are there any outstanding judgements against you? (circle one) Yes \_\_\_\_\_ No \_\_\_\_\_

Have you had property foreclosed upon or given Title or Deed in Lieu thereof in past 7 years? (circle one) Yes \_\_\_\_\_ No \_\_\_\_\_

Are you party to a lawsuit? (circle one) Yes \_\_\_\_\_ No \_\_\_\_\_

Are you obligated to pay alimony, child support or separate maintenance? (circle one) Yes \_\_\_\_\_ No \_\_\_\_\_

Are you a co-maker or endorser on a note? (circle one) Yes \_\_\_\_\_ No \_\_\_\_\_

If you answered yes to any of the above, please explain (attach pages, if necessary) \_\_\_\_\_

## OTHER OCCUPANT(S) (EACH ADULT OCCUPANT (over the age of 18) MUST COMPLETE AN APPLICATION FOR LEASE FORM)

First, Middle, Last Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Gender \_\_\_\_\_ Relationship \_\_\_\_\_

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

|  |              |             |                             |                                     |       |
|--|--------------|-------------|-----------------------------|-------------------------------------|-------|
| <b>PETS</b> (List <u>ALL</u> pets that will reside in the property)        |              |             |                             |                                     |       |
| Do you have any pets? (circle one)   | YES          | NO          | Total number of pets: _____ |                                     |       |
| Type/Breed: _____ / _____  | Color: _____ | Name: _____ | Size/Weight: _____          | Neutered? _____                     |       |
|  |              |             | Age: _____                  | Sex: _____                          |       |
| Type/Breed: _____ / _____  | Color: _____ | Name: _____ | Size/Weight: _____          | Neutered? _____                     |       |
|  |              |             | Age: _____                  | Sex: _____                          |       |
| Do any occupants own, or plan to purchase, an aquarium? (circle one)       |              | YES         | NO                          | If yes, what size (gallons)?: _____ |       |
| <b>AUTOMOBILES</b> (List all vehicles that will be parked on the property) |              |             |                             |                                     |       |
| Make   | Model        | Year        | Color                       | License No.                         | State |
| _____  | _____        | _____       | _____                       | _____                               | _____ |
| _____  | _____        | _____       | _____                       | _____                               | _____ |
| _____  | _____        | _____       | _____                       | _____                               | _____ |

An Application Fee of \$\_\_\_\_ is made herewith, with a clear understanding that this application, including each prospective occupant, is subject to approval and acceptance by the Landlord/Manager; the Application Fee is a NON-REFUNDABLE fee for processing this Application and will not be returned under any circumstance. A Reservation Deposit of \$\_\_\_\_\_ is hereby made specifically for the purpose of and in consideration of Woodcliff reserving (taking off the market) a \_\_\_\_\_ bedroom home for my/our occupancy. If this application is NOT approved by the Landlord/Owner/Agent, the Reservation Deposit will be refunded. **IF THIS APPLICATION IS APPROVED, THE RESERVATION DEPOSIT IMMEDIATELY BECOMES NON-REFUNDABLE TO THE APPLICANT. FAILURE OF APPLICANT TO LEASE AFTER BEING APPROVED EQUALS APPLICANT'S FORFEITURE OF THE RESERVATION DEPOSIT. APPLICANT AGREES TO EXECUTE A LEASE WITHIN TWO BUSINESS DAYS OF BEING APPROVED AND BEING PROVIDED THE FORM LEASE (which form is available for review at the time of application); OTHERWISE MANAGEMENT IS FREE TO LEASE THE RESERVED PROPERTY TO ANOTHER PARTY.** Upon executing a Lease, the Reservation Deposit shall be converted to and applied toward part or all of the amount of the Security Deposit specified in the Lease and, as such, shall be refundable (if appropriate) according to the terms of the lease.

Applicant(s) represent and hereby certify that the information given in the Application for Lease is true, correct and complete to the best of my/our knowledge. It is understood that the premises are to be used as a residential dwelling occupied by not more than \_\_\_\_\_ person(s); and that, upon approval of this Application, timing of occupancy is contingent upon the property of the type requested being timely vacated by the present occupant, if any.

Applicant(s) hereby authorize the person or firm to whom this Application is made, any credit bureau or other investigative agency employed by such person, to investigate the references herein listed or statements or other data obtained from me/us or from any other person pertaining to my/our credit and financial responsibility. Applicant(s) understand that, should they enter into a lease, this firm and its designated agents and employees will have a continuing right to review credit information (including inquires to credit bureaus), rental application, payment history and occupancy history for account review purposes, and/or for improving application methods and/or as they relate to my/our tenancy and to future rent collections.

If Applicant(s) is/are self-employed, attach Photocopy for past two years of: Individual U.S. Tax Form 1040, and Self-employment U.S. Tax Schedule C

If Applicant(s) is/are paid on an hourly, weekly, or salary basis, attach a photocopy of form W-2 for the past two years.

Applicants must attach a photocopy of driver's license or other form of picture id (i.e. passport, military id, etc.).

IT SHALL BE UNLAWFUL DISCRIMINATORY HOUSING PRACTICE TO DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, ELDERLINESS, FAMILIAL STATUS OR HANDICAP

APPLICANT(S) ACKNOWLEDGE RECEIPT OF COPY OF THIS APPLICATION

THIS IS A LEGALLY BINDING DOCUMENT. READ IN ITS ENTIRETY BEFORE SIGNING. IF NOT UNDERSTOOD, PLEASE SEEK  
LEGAL ADVICE.

DATE / APPLICANT

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DATE / CO-APPLICANT #1

EMAIL ADDRESS (please print legibly)

(please print legibly)

( \*\* Please note, applicants must have a FICO score above 700, a good prior landlord report and approximately 3x income above the rent amount in order to be considered for approval for a home within our community.)