

Property Keys Management

RENTAL APPLICATION

Applicant Name: _____

Forms can be:

- delivered hard copy to: 6041 Hope Estates Drive, Baton Rouge, LA 70820,
- emailed to: info@propertykeysmanagement.com, or
- faxed to: 225-341-1249

Separate Application Required for Each Applicant

Rental Property Address: _____

Term of Rental: lease from _____ to _____

DESIRED DATE OF MOVE-IN: _____ / _____ / _____

DESIRED LEASE TERM (check one): 12 months Other (Specify): _____

UNIT TYPE: 2 BR 3 BR 4 BR Other (Specify): _____

APPLICANT INFORMATION: **(ALL BLANKS TO BE COMPLETED)**

Name (full legal name): _____
Social Security Number: _____ - _____ - _____ DOB: _____ / _____ / _____
Home Phone: _____ - _____ - _____ Work Phone: _____ - _____ - _____
Cell Phone: _____ - _____ - _____ Email Address: _____
Driver's Lic / ID Number: _____ State: _____

NAME OF OCCUPANTS AND RELATIONSHIP TO APPLICANT:

Name: _____ Relationship: _____
Name: _____ Relationship: _____
Name: _____ Relationship: _____

APPLICANT VEHICLE:

Make: _____ Model: _____ Year: _____ Tag#: _____

PARENT'S CONTACT INFORMATION:

Name (full legal name): _____
Home Phone: _____ - _____ - _____ Cell Phone: _____ - _____ - _____
Home Address: _____
Work Phone: _____ - _____ - _____ Email Address: _____
Employer: _____
Work Address: _____

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APPLICANT'S EMPLOYMENT HISTORY:

Current Employer:

Name and Address: _____

Phone: _____ Supervisor: _____

Length of Employment: Begin _____ Still employed? yes no

Previous Employer

Name and Address: _____

Phone: _____ Supervisor: _____

Length of Employment: Begin _____ End _____

RENTAL HISTORY: **If no previous rental history list current home address/dorm**

Current Address: _____

Dates Lived at This Address: From _____ to _____

Reason for leaving: _____

Landlord/Manager: _____ Landlord/Manager's Phone: _____

Previous Address: _____

Dates Lived at This Address: From _____ to _____

Reason for leaving: _____

Landlord/Manager: _____ Landlord/Manager's Phone: _____

INCOME: [] Currently receive Scholarship [] Parental Financial Support

Gross Monthly Employment Income Before Deductions: \$ _____

Gross Monthly Income From Other Sources (average): \$ _____

TOTAL GROSS MONTHLY INCOME: \$ _____

CREDIT and FINANCIAL INFORMATION: **(If scholarship/parental support skip to MISCELLANEOUS)**

Bank and Financial Accounts

Checking:

Institution Name _____ Branch _____ Acct # _____

Credit Accounts

Credit Card: Type _____ Amt Owed \$ _____ Monthly Payment \$ _____

Credit Card: Type _____ Amt Owed \$ _____ Monthly Payment \$ _____

Vehicle Loan: Type of Vehicle: _____ Monthly Payment \$ _____

Vehicle Loan: Type of Vehicle: _____ Monthly Payment \$ _____

Other: Type _____ Creditor _____ Monthly Payment \$ _____

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MISCELLANEOUS: (check appropriate answer)

Do you have pets? [] yes [] no If so, describe _____

NOTE: There may be additional fees and/or deposits required for pets housed on premises.

In addition, specific rules and regulations regarding pets may apply.

Do you smoke? [] yes [] no

Plan to have water filled furniture in the rental property? [] yes [] no If yes, explain below.

Have you ever been evicted? [] yes [] no If yes, explain below.

Have you ever been convicted of a felony? [] yes [] no If yes, explain below.

Have you ever filed for bankruptcy? [] yes [] no If yes, explain below.

Explanation: _____

APPLICANT PERSONAL REFERENCES: This must be someone other than an immediate family member. Examples might be: family friend, school teacher, coach, neighbor, godparent, co-worker.

Name: _____ Relationship: _____

Address: _____ Phone: _____

Known this reference how long? _____

Name: _____ Relationship: _____

Address: _____ Phone: _____

Known this reference how long? _____

Name: _____ Relationship: _____

Address: _____ Phone: _____

Known this reference how long? _____

APPLICANT EMERGENCY CONTACT INFORMATION:

Contact in Emergency (Name): _____ Relationship: _____

Emergency Contact Address: _____ Phone: _____

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I hereby certify and affirm that all information provided above is true and correct. I fully understand that my lease or rental agreement may be terminated if I have made any false, misleading or incomplete statement(s) in this application. I hereby authorize verification of all information provided in this application, including financial and credit information, via credit bureaus and/or contact with current and previous employers, current and previous landlords and personal references.

APPLICANT

DATE

Parent Signature if Applicant is under 21

DATE