



RENTAL APPLICATION

Leasing Agent: _____ Date completed by agent: _____
 Phone: _____ Fee payment: bank check/m.o.: _____
 Fax #: 866-596-5064 Number on bank check/m.o.: _____

Notice: Co-Applicant must complete a separate Rental Application Form

Property: _____ **Suite:** _____ **New Applicant:** _____ **Existing:** _____

Rental Specials: _____

Please Use BLACK Ink Only – Please Print

LEASE INFORMATION

Security Deposit: _____ **Monthly Rent:** _____ **Lease Term:** _____ **Bedrooms:** _____

Requested Occupancy Date: _____ **Number of Occupants:** _____

APPLICANT INFORMATION

First Name: _____ **Middle Name:** _____ **Last Name:** _____

SSN/ITIN: _____ - _____ - _____ **DOB:** ____/____/____ (MM/DD/YYYY)

Email: _____ **Phone:** _____

Car Insurance: Provider _____ Policy # _____

Employment Status: ____ Full-Time ____ Part-Time ____ Student ____ Retired ____ Not Employed

Current Employer: _____ Phone: () _____ - _____

Dates Employed: From ____/____/____ to ____/____/____ Position: _____

Employment Income: _____/month **Other Income:** _____/month

Phone: () _____ - _____ Email : _____

Name(s) of Co-Applicant: _____ Relationship to Applicant: _____

Names of All Other Occupants: _____

CURRENT ADDRESS

Street #: _____ **Street Name:** _____ **Unit #:** _____

City: _____ **State:** _____ **Zip:** _____ **Rent:** _____

Owner: _____ **Phone:** () _____ - _____

Bank Account Information

Name: _____ **Address:** _____ **Phone #:**() _____

Account #: _____

Do you pay Child Support: ____ Yes ____ No

Have you ever (check off correct answers)

Been evicted or asked to move out? ____ Yes ____ No

Been sued for non-payment of rent? ____ Yes ____ No

Been sued for damage to rental property? ____ Yes ____ No

Breached a Rental Agreement or Lease? ____ Yes ____ No

Are you a registered sex offender? ____ Yes ____ No

Filed Bankruptcy? ____ Yes ____ No

Been convicted of a crime in the past 7 years? ____ Yes ____ No If Yes, What? _____

How did you hear about our community? (Circle one): Our website Craigslist Mynewplace.com

Other _____ Walk-in from sign Referral: if yes who? _____

----- OVER -----

Who may we contact in case of Emergency?

Name: _____ Relationship: _____

Complete Address: _____

Home Phone: () _____ - _____ Work Phone: () _____ - _____ Other: () _____ - _____

Name: _____ Relationship: _____

Complete Address: _____

Home Phone: () _____ - _____ Work Phone: () _____ - _____ Other: () _____ - _____

I hereby apply to lease the above described premises for the term and upon the conditions above set forth and agree that the rental is to be payable the 1st day of each month in advance. I hereby acknowledge that \$35.00 of the \$100.00 issued to MDC by me is to be used for the sole purpose of my application fee and is non-refundable. I hereby deposit \$65.00 of the \$100.00 as earnest money to be refunded to me if this application is not accepted within 10 business banking days. Upon acceptance of this application, this deposit shall be retained as part of the security deposit. When so approved and accepted I agree to lease for **12 months, (13 months if works for Preferred Employer)**, and to pay the balance of the security deposit within 7 business banking days after being notified of acceptance. If the lease is not signed within 7 business banking days, the earnest money will be forfeited as liquidated damages in payment for the agent’s time and effort in processing my application, including making necessary investigation of my credit, rental history & employment status. If the owner or agent does not approve this application, the earnest money will be refunded, the applicant thereby waiving any claim for damages by reason of non-acceptance.

Please note: If the suite you are applying for is the only floorplan of its type available in that building, the following application process will apply: Within 24 hours of application approval, half of the security deposit must be paid with guaranteed funds. The remainder of the balance of the security deposit plus the lease must be signed within 7 business banking days after being notified of acceptance. If you do not come back within 24 hours, the apartment is put back on the market.

Fee paid in bank check or money order, made payable to MDC: (amount: \$35 and \$65 or \$100.00)

NO PERSONAL CHECKS OR CASH ACCEPTED

Professionally Managed by Madison Development Company, LLC *PO Box 16413* Rocky River, OH. 44116*

AUTHORIZATION FOR RELEASE OF INFORMATION

Authorization: “I hereby authorize the Landlord, its agents, representatives and employees, at any time before, during or after any tenancy, to: 1) obtain a copy of Applicant’s credit report; 2) obtain a criminal background check related to any Applicant and any Occupant; and 3) verify rental, employment, banking and/or criminal history or verify any other information related to this application with persons knowledgeable of such information.”

Information Conveyed and/or Inquiries may be made about:

- Credit Bureaus
- Employers
- Landlords, present and past
- Criminal Background
- Providers of: Child support, credit, childcare, alimony and welfare

Conditions: I agree that photocopies of this authorization may be used for the purpose stated above. If I do not sign this authorization, I understand I may be denied occupancy of rental property owned and/or managed by the above referenced organizations.

APPLICANT SIGNATURE

DATE SIGNED