

RENTAL APPLICATION

A separate application must be completed by each person 18 years of age or older.

Please print clearly in blue or black ink. Complete every section. Write "N/A" where a question does not apply. Incomplete applications cannot be processed.

WHEN COMPLETE, EMAIL THIS APPLICATION TO: wiregrasshomes@gmail.com

Scan or photograph every page, including the signature page, and attach the documents listed in Section 14.

OFFICE USE ONLY

Date Received: _____ Received By: _____ Application Fee: \$ _____ Property/Unit: _____

1. PROPERTY APPLIED FOR

Address of property you are applying for (or number of bedrooms desired)

Date you are looking to move in

How did you hear about us? / Referred by (name, email, or phone)

2. APPLICANT INFORMATION

Full name (First)

Middle

Last

Date of birth (MM / DD / YYYY)

Social Security number

Driver's license / Govt. ID number & state

Home / cell phone

Day phone

Night phone

Email address

Facebook or social media link

Attach a copy of a current government-issued photo ID for every applicant 18 or older.

3. ADDITIONAL OCCUPANT AGE 18 OR OLDER

Will anyone else over 18 be living in the home? ☐ Yes ☐ No If yes, that person must also complete an application.

Full name (First)

Middle

Last

Date of birth (MM / DD / YYYY)

Social Security number

Relationship to applicant

Home / cell phone

Work phone

4. SECTION 8 / HOUSING CHOICE VOUCHER

Do you have a Section 8 voucher? ☐ Yes ☐ No If no, skip to Section 5.

Amount of your voucher

How long have you been on the Section 8 program?

Expiration date of your voucher

How many bedrooms are you approved for?

Attach a copy of your voucher.

5. RESIDENTIAL HISTORY (LAST 3 YEARS)

Present Address

Street address

Address line 2

City

State

ZIP code

How long have you been at this address?

If renting an apartment, name and location of community

Landlord or property manager name

Landlord phone

Current rent \$

Why are you leaving?

Previous Address

Street address

Address line 2

City

State

ZIP code

How long did you live there?

Rent \$

Landlord or property manager name

Landlord phone

Why did you leave?

6. CREDIT AND BACKGROUND

Please describe your credit history

Banking reference (bank name and branch)

Type of account

Banking reference (bank name and branch)

Type of account

Other active credit reference

Have you ever been evicted? ☐ Yes ☐ No

Have you ever filed for bankruptcy in the past seven (7) years? ☐ Yes ☐ No If yes: ☐ Chapter 7 ☐ Chapter 13

If yes, please explain

Have you ever been convicted of a crime, other than a traffic violation? ☐ Yes ☐ No

If yes, please explain

Attorney's name (First)

Last

Attorney street address

Address line 2

City	State	Attorney phone
------	-------	----------------

7. EMPLOYMENT — APPLICANT

Your status: ☐ Full time ☐ Part time ☐ Self-employed ☐ Retired ☐ Student ☐ Unemployed

Employer

Employed as (position)

Dates employed (from / to)

Monthly income \$

Supervisor name (First)

Last

Supervisor phone

If employed above less than 12 months, give name and phone of previous employer or school

Attach proof of income.

Other sources of income you would like us to consider. List amount, source, and a contact (banker, employer, etc.) we may reach for confirmation. You do not have to reveal alimony, child support, or a spouse's annual income unless you want it considered in this application.

Amount, source, and contact information

8. EMPLOYMENT — ADDITIONAL OCCUPANT AGE 18 OR OLDER

Status: ☐ Full time ☐ Part time ☐ Self-employed ☐ Retired ☐ Student ☐ Unemployed

Employer

Employed as (position)

Dates employed (from / to)

Monthly income \$

Supervisor name (First)

Last

Supervisor phone

If employed above less than 12 months, give name and phone of previous employer or school

Other income — amount, source, and contact information

9. EMERGENCY CONTACTS

List two contacts, starting with the nearest relative first.

Contact 1

Name (First)

Last

Relationship

Phone

Street address

Address line 2

City

State

ZIP code

Contact 2

Name (First)

Last

Relationship

Phone

Street address

Address line 2

City

State

ZIP code

10. ALL ADULTS AND CHILDREN TO LIVE AT THIS LOCATION

First Name	Last Name	Age	Relationship to Applicant

Attach a current government-issued ID for everyone over 18.

11. PETS

Pet Name	Type / Breed	Weight	Age	Color

12. VEHICLES

List all motor vehicles, including recreational vehicles, to be kept at this property.

Year	Make	Model	Color	License Plate	State

13. ADDITIONAL INFORMATION

Please give any additional information that might help property management evaluate this application

Were you referred to us? ☐ Yes ☐ No

Referred by (name, email, or phone number)

Where may we reach you to discuss this application?

Day phone

Night phone

14. DOCUMENTS TO SUBMIT WITH THIS APPLICATION

- ☐ Government-issued photo ID — applicant
- ☐ Government-issued photo ID — each additional occupant 18 or older
- ☐ Proof of income — applicant
- ☐ Proof of income — each additional occupant 18 or older
- ☐ Proof of other sources of income (if you want it considered)
- ☐ Section 8 voucher (if applicable)

15. AUTHORIZATION AND SIGNATURE

I hereby declare that the statements above are true and correct, and I hereby authorize verification of references and a consumer credit check. I also authorize the Landlord or his agent(s) to obtain information about me from current and previous landlords and employers and personal references. I authorize my credit sources, current and previous landlords and employers and personal references to disclose to Landlord or his agent(s) such information about me as they request.

☐ I agree to the rental application policies and procedures provided with this application.

Applicant signature

Date signed

Print name

Spouse / co-applicant signature

Date signed

Print name

RETURNING YOUR COMPLETED APPLICATION

Email the completed, signed application to **wiregrasshomes@gmail.com**

Before you send it, please check that you have:

- ☐ Answered every required question, writing N/A where a question does not apply
- ☐ Signed and dated the application above
- ☐ Included all of the documents listed in Section 14
- ☐ Scanned or photographed every page, front to back, so all writing is readable

A separate application is required for each person 18 years of age or older. We will contact you at the phone number or email you listed above once your application has been reviewed.