



Rich Properties
 8318 Pineville-Matthews Rd.
 Suite 708-163
 Charlotte, NC 28226

704-541-9131

Tenant Application

Property Address: _____

Date you wish to move in: _____

Applicant Personal Information

Full Name _____ Social Security No: _____

Date of Birth _____ Drivers License: State Issued _____ License #: _____
 Please include a photo copy of your drivers license with application

Present Address: _____

Time at Present Address (in months): _____ Home Phone #: _____ Cell Phone #: _____

Email Address: _____ Current rent (mortgage payment): _____

Currently own? (circle one) Own Rent Reason for moving: _____

Current Landlord (Mortgage Co.) _____ Landlords (Mortgage Co.) Phone # _____

Residential History for past 3 years. (If you need more space, please write on the back of page.)

Prior Address: _____

Time at Prior Address (in months): _____ Prior own? (circle one) Own Rent

Prior Landlord (Mortgage Co.) _____ Landlords (Mortgage Co.) Phone # _____

Applicant Employment Information (Need employment history back 3 years)

Your Work Status: ___ Employed Full-time ___ Employed Part-Time ___ Student ___ Retired ___ Not Employed

Current Employer: _____

Position: _____ Gross Annual Income: _____

Address: _____

Phone #: _____ How Long have you worked here? (in months) _____

Supervisor: _____ Pay per Month: _____

Previous Employer: _____

Position: _____ Gross Annual Income: _____

Address: _____

Phone #: _____ How Long have you worked here? (in months) _____

Supervisor: _____ Pay per Month: _____ (If you need additional space, use the back)

If you have a secondary job, please put information on the back of this sheet.



Co-Applicant Personal Information

Full Name _____ Social Security No: _____

Date of Birth _____ Drivers License: State Issued _____ License #: _____
Please include a photo copy of your drivers license with application

Present Address: _____

Time at Present Address (in months): _____ Home Phone #: _____ Cell Phone #: _____

Email Address: _____ Current rent (mortgage payment): _____

Currently own? (circle one) Own Rent Reason for moving: _____

Current Landlord (Mortgage Co.) _____ Landlords (Mortgage Co.) Phone # _____

Residential History for past 3 years. (If you need more space, please write on the back of page.)

Prior Address: _____

Time at Prior Address (in months): _____ Prior own? (circle one) Own Rent

Prior Landlord (Mortgage Co.) _____ Landlords (Mortgage Co.) Phone # _____

Co-Applicant Employment Information (Need employment history back 3 years)

Your Work Status: ___ Employed Full-time ___ Employed Part-Time ___ Student ___ Retired ___ Not Employed

Current Employer: _____

Position: _____ Gross Annual Income: _____

Address: _____

Phone #: _____ How Long have you worked here? (in months) _____

Supervisor: _____ Pay per Month: _____

Previous Employer: _____

Position: _____ Gross Annual Income: _____

Address: _____

Phone #: _____ How Long have you worked here? (in months) _____

Supervisor: _____ Pay per Month: _____ (If you need additional space, use the back)

Others Occupying the Premise

Name: _____ Age: _____ Relationship: _____

Name: _____ Age: _____ Relationship: _____

Name: _____ Age: _____ Relationship: _____



Financial Information

Name of Bank: _____ Address: _____

Checking Account Balance: _____ Saving Account Balance: _____

Credit Card Debt Total: _____ Monthly payment for Auto loans: _____

Monthly payment on any other loans: _____

Have you or your co-applicant ever been sued for non-payment of rent? _____

If so, when and where: _____

Have you Ever filed for Bankruptcy? _____ If so, when? _____

Have you or your co-applicant ever been evicted from or asked to move from a property? _____

If so, when and why? _____

Have you or your co-applicant ever willfully or intentionally refused to pay rent when due? _____

If so, when and why? _____

Have you or your co-applicant ever been sued for damages to rental property? _____

If so, when and why? _____

Have you or your co-applicant ever been convicted, pled guilty or "no contest" to a felony? _____

If so, when and where? _____

Are you a United States Citizen? _____ If not, what is your Green Card number: _____

If there are other sources of income you would like us to consider, please list the income, source and person (bank, employer, etc) who we can contact for confirmation. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.

Amount \$ _____ Source: _____ Phone number: _____

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General Information

Pets: (Dogs and/or cats – Pet fee will depend upon the type of pet – Only small pets will be considered)

Type of pet: _____ Age: _____ Weight: _____

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Automobiles:

Auto Make, Model and Color: _____ Year: _____ Tag number _____

Auto Make, Model and Color: _____ Year: _____ Tag number _____

Do you own a motorcycle, boat, trailer or camper? _____ Type: _____



Personal References:

Name: _____ Relationship: _____ Phone number _____

Name: _____ Relationship: _____ Phone number _____

Emergency Contact: Name: _____ Relationship: _____

Address _____

Phone number: _____

For the next 72 hours where can we contact you? Work phone _____ Other Phone: _____

Information you are agreeing to

I hereby apply to lease the above described premises for the term and upon the conditions set fort below:

Rental Rate: \$ _____ monthly Due on the First of each month.

Discount: \$ _____ If rent is received at the address stated above by the first of the month.

Term: _____ months

Pet Fee: \$300 for 1 approved pet/ \$100 for each additional

Security Deposit \$ _____

Application Fee paid at time of application: \$100 for Applicant.

Rich Properties is acting solely as the agent of the owner and, in the capacity: (a) has not acted as the agent of the tenant (b) owes fiduciary duties only to the owner and (c) has not acted as a dual agent of the owner and applicant/tenant.

The information supplied is complete and accurate to the best of my knowledge and I am of legal age. I have read the Credit Policies and make this application with full knowledge of such.

The application fee (non-refundable) and the application will be processed by Rich Properties and notification will be given to Applicant as soon as possible. If the Applicant is accepted, they will need to pay the first month's rent with the discount applied immediately to hold the property and the Security Deposit must to be paid before the applicant can take occupancy.

The undersigned applicant(s) and co-signer(s) hereby consent to allow Rich Properties to obtain a Consumer Credit Report and Criminal Report information on each of us and to obtain and verify each of our credit, employment information, and prior landlord information for the purpose of determining whether to lease this property to me/us.

We also agree and understand that Rich Properties may obtain additional consumer reports and criminal record reports on each of us in the future to update or review our account.

Signatures:

Applicant (1) _____

Date: _____

Applicant (2) _____

Date: _____

Office Use only

Application is Accepted by _____ Date: _____

Application is Denied by _____ Date: _____

Reason _____