

PENN REAL ESTATE

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PLEASE RETURN APPLICATION WITH A \$25.00 NON-REFUNDABLE APPLICATION FEE.

Date of Application _____
Apartment address applying for _____ Apt. # _____
Rent Amount \$ _____
Move in date requested _____
Number of persons in Household _____

I. Personal Information

Applicant

Co-Applicant

NAME (first, middle & last)	_____	_____
Date of birth	_____	_____
Social Security #	_____	_____
Current Address	_____	_____
City, State, Zip	_____	_____
Hm Phone/Cell Phone	_____	_____
Contact Email	_____	_____
Monthly Payment	_____	_____
Years at Address	_____	_____
Reason for Moving	_____	_____
Landlord	_____	_____
Contact Phone	_____	_____
Previous Address	_____	_____
City, State, Zip	_____	_____
Monthly Payment	_____	_____
Years at Address	_____	_____
Reason for Moving	_____	_____
Landlord & Phone #	_____	_____
Previous Address	_____	_____
City, State, Zip	_____	_____
Monthly Payment	_____	_____
Years at Address	_____	_____
Reason for Moving	_____	_____
Landlord & Phone #	_____	_____

Please list name (first, middle & last), and age of others who will live in the apartment:

Name _____	Age _____
Name _____	Age _____
Name _____	Age _____
Name _____	Age _____

Have you moved more than 2 times in the last five years? _____

Were you ever:

Evicted?	_____	_____
Convicted of a Felony?	_____	_____

Applicant

Co-Applicant

Relative not living with you _____
(To be contacted in case of an emergency)
Phone Number _____

2. Employer Information

Occupation _____
Employed By _____
Date Started _____
Street Address _____
City, State, Zip _____
Employer Phone _____
Employer Fax # _____
Supervisor _____
Gross Weekly Income _____

Previous Employer _____
Employer Phone _____

3. Credit Information

Bank Name _____
Account Number _____
Address _____
City, State, Zip _____

4. Automobile Information

Drivers License # _____
Make/Model of Vehicle _____
License Plate# _____
State Issued _____

5. Pet Information

Do You Own a Pet? _____
Type/Description _____
Pet Height _____
Pet Age _____

6. Personal References

Name _____
Address _____
Phone Number _____
Relationship to Applicant _____

Tenant Selection Policy

1. **Income** – The annual apartment rental must not exceed 1/3rd of applicant(s) gross annual income. Income must be verifiable.
2. **Landlord References** – If a present or previous landlord gives an applicant(s) a poor reference, the application will likely be denied.
3. **Credit Check** – Applicant must have good credit.
4. **Criminal** – Any applicant(s) that has been convicted of a felony will be denied.
5. **College Students** – Full time students under the age of 23 must have a parent or guardian with good credit and verifiable income co-sign their lease.

In order for us to process your application and perform the credit check, there is a non-refundable \$25.00 application fee. False Statements by applicants are grounds for immediate rejection.

Authorization to Release Information

Applicant Name: _____

Co-Applicant Name: _____

I/We have applied for an apartment. In applying for the apartment, I/We have completed an application containing various information.

I/We hereby give my/our consent for information contained in the apartment application and in other documents required in connection with part of its quality control programs, to be verified or re-verified. Penn Real Estate Co. Inc., its agents, and successors and assignees may make this verification either directly or through a credit-reporting agency. Such information includes, but is not limited to, employment history, income, and licensing bank, money market and similar account balances, deposits and credit history.

A photographic or carbon copy of the signature(s) of the undersigned may be deemed to be equivalent of the original and may be used as a duplicate original.

Date: _____

Applicant Signature: _____

Co-Applicant Signature _____