

**SAMPLE LEASE OR PURCHASE APPLICATION**

DATE: \_\_\_\_\_

UNIT ADDRESS:

\_\_\_\_\_

CURRENT OWNER:

\_\_\_\_\_

LESSEE OR BUYER APPLICANT #1:

\_\_\_\_\_

First

Middle

Last

Maiden Name (if applicable): \_\_\_\_\_

Previous Married Name(s) or other Names Used (if applicable):

\_\_\_\_\_

\*DOB: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK: \_\_\_\_\_ CELL: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ (to be used for association or company business only)

DRIVERS LICENSE #: \_\_\_\_\_ STATE OF D.L. ISSUANCE: \_\_\_\_\_

PRESENT ADDRESS:

\_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

County: \_\_\_\_\_ How long at this address: \_\_\_\_\_

Most Recent Previous Address #1:

\_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

County: \_\_\_\_\_ How long at this address: \_\_\_\_\_

Previous Address #2:

\_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

County: \_\_\_\_\_ How long at this address: \_\_\_\_\_

EMPLOYED BY: \_\_\_\_\_

EMPLOYER'S ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PREVIOUS EMPLOYER: (If employed less than 3 years): \_\_\_\_\_

LESSEE OR BUYER APPLICANT #2:

\_\_\_\_\_  
First Middle Last

Maiden Name (if applicable): \_\_\_\_\_

Previous Married Name(s) or other Names Used (if applicable):  
\_\_\_\_\_

\*DOB: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK: \_\_\_\_\_ CELL: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ (to be used  
for association or company business only)

DRIVERS LICENSE #: \_\_\_\_\_ STATE OF D.L. ISSUANCE: \_\_\_\_\_

PRESENT ADDRESS:

\_\_\_\_\_  
Street City State Zip Code  
County: \_\_\_\_\_ How long at this address: \_\_\_\_\_

Most Recent Previous Address #1:

\_\_\_\_\_  
Street City State Zip Code  
County: \_\_\_\_\_ How long at this address: \_\_\_\_\_

Previous Address #2:

\_\_\_\_\_  
Street City State Zip Code  
County: \_\_\_\_\_ How long at this address: \_\_\_\_\_

EMPLOYED BY: \_\_\_\_\_

EMPLOYER'S ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PREVIOUS EMPLOYER: (If employed less than 3 years): \_\_\_\_\_

CHILD'S NAME & AGE: \_\_\_\_\_ DOB \_\_\_\_\_

CHILD'S NAME & AGE: \_\_\_\_\_ DOB \_\_\_\_\_

CHILD'S NAME & AGE: \_\_\_\_\_ DOB \_\_\_\_\_

**PLEASE LIST VEHICLES:**

MAKE / MODEL - YEAR- COLOR - TAG NUMBER

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EMERGENCY PHONE: \_\_\_\_\_ EMERGENCY PHONE: \_\_\_\_\_

**PLEASE READ:**

I/We hereby make application for residency at xxxxxxxxxxxxxxxx.

I/We certify that all Information above is true and that any falsification or misrepresentation of the facts could result in disapproval of the application and/or legal action taken.

I/We do hereby further agree and understand that xxxxxxxxxxxxxxxx will request a credit, criminal, bankruptcies, liens, judgments and evictions background check.

By signature below I/we authorize the credit, criminal, bankruptcies, liens, judgments and evictions background check for residency.

Have you *ever* had your driver's license suspended or revoked and/or been charged with or convicted of DUI or DWI? Yes \_\_\_\_ No \_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Have you *ever* been convicted of *any* crime, misdemeanor and/or felony, other than a minor traffic violation? Yes \_\_\_\_ No \_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Have you *ever* been charged with *any* crime, misdemeanor and/or felony, other than a minor traffic violation, even if adjudication was withheld or the charges were dropped or you were found not guilty or the case was dismissed? Yes \_\_\_\_ No \_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Have you *ever* been arrested or had a warrant issued for your arrest for *any* crime, misdemeanor and/or felony, other than a minor traffic violation, even if adjudication was withheld or the charges were dropped or you were found not guilty or the case was dismissed? Yes \_\_\_\_ No \_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Are you currently under investigation or have charges pending? Yes \_\_\_\_ No \_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Have you *ever* been evicted? Yes \_\_\_\_ No \_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Have you *ever* had a lien or judgment filed against you or declared bankruptcy? Yes \_\_\_\_ No \_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE NOTE:** Should you deny any prospective resident based on anything found in a tenant/buyer screening report you must notify them in writing, by mail, the reasons for the denial, provide them with a copy of the report, let them know the decision did not come from the consumer reporting agency or ESS and allow them the opportunity to correct any errors or misinformation. Please consult your attorney and the Fair Credit Reporting Act (FCRA) (<http://www.ftc.gov/os/statutes/fcra.htm>) to ensure FCRA compliance and compliance with all applicable local, state, federal and international laws and regulations.