

caaColumbus
Apartment
Association

Charter Properties Rental Application

Each co-applicant must submit separate application

Date _____

(form is completed)

Full Name					Birthdate		SS#	
Check one	Single	Married	Widowed	Separated	Divorced	From whom		
Spouse's name			Birthdate			SS#		
Other Occupants								
Name				Age		Relationship		
Name				Age		Relationship		
Pet?	Type		Size					
Rental History								
Present address					Phone number			
City, State Zip								
Apartment Community / Mortgage Holder					Address			
City, State Zip					Phone #		Move-in date	Move-out date
Monthly Payment					Reason for moving			
Previous Address							Phone #	
City, State Zip								
Apartment Community / Mortgage Holder					Address			
City, State, Zip					Phone #		Move-in date	Move-out date
Monthly Payment			Reason for moving					
Any evictions? If yes, explain								
Employment History								
Present Employer					Position			
Business Address					Phone #			
Gross Yearly Income \$			Employed from			to	Supervisor	
Previous Employer					Position			
Business Address					Phone #			
Gross Yearly Income \$			Employed from			to	Supervisor	
Spouse's Employer					Position			
Business Address					Phone #			
Gross Yearly Income \$			Employed from			to	Supervisor	

Credit references			
Bank		Branch	
Savings account #		Checking account #	
Auto loan / company name		Address	Account #
Mortgage Account #			
Credit Card(s) Company Name		Account #	
Company Name		Account #	
Have you ever-declared bankruptcy?		If yes please give details.	
Personal References			
1.		2.	
3.		4.	
5.		6.	
Emergency Contact		Relationship	Phone #
Vehicle Information			
1. Year	Color	Make/Model	License Tag #
Registered To:			
2. Year	Color	Make/Model	License Tag #
Registered To:			
If Guarantor Application, Relationship to Resident			
Have You Ever Been Convicted of a Crime (other than a traffic offense)?			
If Yes, Explain			
How Did You Hear About Us?		If Resident Referral, Give Name	
<p>The management relies on the information given above to be complete and accurate in order to act on your application in a timely manner. Any false statements, misrepresentations, inaccurate information or failure to supply the data requested above may serve as a rejection of your application. By signing the application you are authorizing the use of any credit reporting/screening agencies to verify credit, validate the accuracy of information recorded above, and to permit the Management Company to perform an In-Home Inspection to determine eligibility. Further, your signature authorizes the management and the credit reporting/screening agencies to later exchange credit information.</p> <p>I/We hereby deposit with owner/agent the sum of \$_____ as a security deposit and \$_____ as a non-refundable screening fee On the parties listed below. <u>I/We understand that the security deposit will be retained by the management if this application is approved and I am unable to meet the conditions of occupancy.</u> I/We acknowledge that the landlord will suffer damages as a result of the processing of this application and holding the specified unit off the market. The deposit will be returned if this application is not approved, providing all the above information is answered correctly and truthfully.</p> <p>SIGNATURE _____ DATE _____</p> <p>SIGNATURE _____ DATE _____</p> <p>*****</p>			
License # State	Spouse's License # State	OFFICE USE	
		Application Taken By	
Address	Rental Amount	Occupancy Date	Lease from to
Type Apartment	Comments		
Approved	Declined	Date	By

