

# RUTTER & DUDLEY PARTNERS

## RENTAL APPLICATION

The following information will be used to determine the credit worthiness of the undersigned applicant.

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Soc Sec #: \_\_\_\_\_ Driver's Lic # / State: \_\_\_\_\_ Car Make / Plate # \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Permanent Mailing Address: \_\_\_\_\_

Personal References (Name & Phone): \_\_\_\_\_

List persons who will occupy residence besides yourself: \_\_\_\_\_

Emergency Contact: (Other than occupant) \_\_\_\_\_ Phone #: \_\_\_\_\_

### PRIOR RENTAL HISTORY:

Current Address: \_\_\_\_\_ Monthly Rent \_\_\_\_\_

Owner / Manager Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Date From / To: \_\_\_\_\_

Previous Address: \_\_\_\_\_ Monthly Rent \_\_\_\_\_

Owner / Manager Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Date From / To: \_\_\_\_\_

Have you ever received an eviction notice or have been asked to leave a rental property? \_\_\_\_\_

If yes, what was the reason? \_\_\_\_\_

### EMPLOYMENT HISTORY:

Present Employer: \_\_\_\_\_ Monthly Income: \_\_\_\_\_

Address: \_\_\_\_\_ City / State: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Dates Employed From / To: \_\_\_\_\_

List other sources of income (parents, grants, loans, etc.): \_\_\_\_\_

### BANK REFERENCE:

Bank Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Checking Account (last 4 digits) \_\_\_\_\_ Savings Account (last 4 digits) \_\_\_\_\_

I hereby certify that all of the information provided above is factual and correct, and understand that misrepresentation or concealment relative to any of the above facts will, at the owner's option, void my rights under agreements entered into for the rental/lease of the premises being applied for, and be just cause for termination of the lease/rental contract. I understand the preparation and execution of this application does not create a tenancy until the lease is signed. The owner reserves the right to cancel this application at any time. I hereby waive claim for damages by reason of non-acceptance which the owner or agent may reject without reason for doing so.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Please remit completed application to:**

14850 Sand Ridge Rd., Bowling Green, OH 43402

Cell:(419)409-1110 • Phone:(419)352-4456 • Fax:(419)354-5456 • Email: rutter.dudleyrentals@wcnnet.org

Visit us at: www.rutterdudleyrentals.com

**MUST COMPLETE BOTH SIDES FOR PROCESSING**

# RUTTER & DUDLEY PARTNERS

## Tenant Release & Consent Form

In consideration of solicitation of my application for lease of premises, I \_\_\_\_\_, the undersigned, do hereby give my consent to any party contacted, and their authorized agents thereof, to release without liability, the information regarding my employment, income, and/or assets to Rutter & Dudley Partners, for purposes of verifying information provided as part of my apartment rental application.

I understand that previous or current information regarding me may be needed. Verifications and inquires that may be requested include, but are not limited to, personal identity, employment status, income and assets, medical or any childcare allowances, credit history and bankruptcy records, etc. I understand that this authorization cannot be used to obtain any information about me that is not pertinent to my eligibility for and continued participation as a Qualified Tenant.

The group(s) or individual(s) that may be asked to release the above mentioned information include, but are not limited to: past and present employers, past and present landlords, public housing agencies, support / alimony providers, welfare agencies, state unemployment agencies, social security administration, medical / childcare providers, banks and other financial institutions, criminal background agencies, etc.

I agree that a photocopy of this authorization may be used for the purpose stated above. The original of this authorization will remain on file with all other tenant documents for the term required by law. I understand that I have the right to review this file and correct any information that I can prove is incorrect.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*NOTE: THIS GENERAL CONSENT MAY NOT BE USED TO REQUEST A COPY OF TAX RETURN. IF A COPY OF A TAX RETURN IS NEEDED, IRS FORM 4506, "REQUEST FOR A COPY OF TAX FORM" MUST BE PREPARED AND SIGNED SEPERATELY.

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