



East Williamsburg Realty

Sales • Rentals • Investment

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RENTAL APPLICATION

THE FOLLOWING MUST ACCOMPANY YOUR APPLICATION IN ORDER TO BE PROCESSED.

1. Non-refundable application fee of \$75 is required for each applicant and \$75 for each co-signer - Payable to East Williamsburg Realty
2. Employment verification: Pay Stubs, W2, 1040, 1099, Bank Statements. Send all that applies to you.
3. Provide copy of your driver's license or passport.
4. Co-signers complete a co-signer application, NOTARIZE a guarantee of payment agreement, provide proof of income, & photo I.D
5. Fax, scan, or email your completed applications & supporting documents. To the numbers above. Please Include a cover letter.

TO BE FILLED OUT BY RENTAL AGENT:

Property Address: _____ Apt #: _____ Showed by: _____ Date: _____

Monthly Rent: _____ Length of Lease: _____ Lease Starts: _____ Lease Ends: _____

First Name: _____ Middle Initial: _____ Last Name: _____

SSN: _____ D.O.B: _____ Driver License #: _____

Current Address: _____ Apt#: _____ City: _____ State: _____ Zip: _____

Cell Phone: _____ Work Phone: _____ Email: _____

Previous Address: _____ Apt#: _____ City: _____ State: _____ Zip: _____

Reason for moving: _____ Current monthly payments: _____ Rent: Y/N _____ Mortgage Y/N _____

Total number of occupants: _____ How long have you been at your current address: _____

Number of pets: _____ Pets – Specify breeds: _____ Pet deposit amount: _____

Present occupation: _____ Position: _____

Employer: _____ How long have you worked there: _____

Work Address: _____ Supervisor: _____ Phone: _____

Annual income: _____ Alimony /Child support or Loan Payments: _____

Additional sources of income: _____

Present Landlord: _____ Address: _____ Phone: _____

Previous Landlord: _____ Address: _____ Phone: _____

Have you been evicted: Y/N _____ Convicted of a felony: Y/N _____ Have you ever filed bankruptcy: Y/N _____

Your Privacy is important to us. We make every effort to insure your documents are kept with the utmost care and will not be used in ways that you have not consented to. You have two days to complete all the necessary paperwork; Failure to submit the necessary paperwork will result in loss of your good faith deposit, the period may be extended up to four days if East Williamsburg Realty request additional information. The applicant (s) agrees to sign a Lease (a copy can be provided by request) and take possession of the property. Applicant (s) agree that should applicant (s) not execute the lease agreement or refuse to occupy the property on the agreed upon date (Move-In Date above), then applicants will have defaulted. In the event of default, applicant (s) acknowledges that East Williamsburg Realty shall keep the Good Faith Deposit. I also understand that the application fees are NON-REFUNDABLE and used to cover the cost of processing my application and I am not entitled to a refund even if I don't get the apartment. Applicant (s) understand that this application is subject to the approval of East Williamsburg Realty and until the Landlord approve your application, the Landlord is not bound to enter into any lease agreement. East Williamsburg Realty reserves the right to terminate the application (for reasons of lack of credit, lack of income verification, falsified information, etc.) In the event that East Williamsburg Realty terminates your application East Williamsburg Realty will REFUND your good faith deposit by company check. The apartment is represented in "AS IS" condition you understand East Williamsburg Realty is not responsible for the repair, maintenance of the property or any claim that you may have arising from the services provided to you by East Williamsburg Realty shall be limited to the amount of the brokerage commission. We hereby authorize East Williamsburg Realty to use any consumer reporting agency, credit bureau, or other investigative agencies employed by such, to investigate the reference's herein listed, or statements or other data obtained from me/us or from any person pertaining to my employment history, credit, prior tenant fees, character, general information, personal characteristics, and mode of living to obtain consumer report and such other credit information which may result in thereby, and disclose and furnish such information to owner/ rental agent listed above, in the support of this application. I have been advised that I have the right under section 606B of the Fair Credit Reporting Act, to make a written request within reasonable time, for a completed and accurate disclosure of the nature and scope of any investigation. I have read, understand, and agree to the terms set forth in this agreement. Rental application dose not need to be notarized. If using a co-signer the guarantee of payment agreement must be notarized.

Applicant Signature: _____ Date: _____