



Greater Dallas Association of REALTORS

APPLICATION FOR LEASE
Each applicant or co-applicant other than spouse
must complete a separate application

Property Address: _____ Move-In Date: _____

Monthly Rental Rate: \$ _____ Security Deposit: \$ _____ Term of Lease: _____

Please print or type.

APPLICANT

CO-APPLICANT

1. Name:

Last First MI

Last First MI

Soc. Sec. #: _____

Date of Birth: _____

Driv. Lic. #: _____

Phone #: _____

(hm.) _____ (bus.) _____

(hm.) _____ (bus.) _____

2. Marital Status:

Single Married Divorced
Widowed Separated

Single Married Divorced
Widowed Separated

3. Present Address:

City/St/Zip: _____

Phone Number: _____

Dates (mo/yr): _____

From _____ To _____ \$/Mo. _____

From _____ To _____ \$/Mo. _____

Complex/Landlord: _____

Owner/Mgr: _____

Address: _____

City/St/Zip: _____

4. Previous Address:

City/St/Zip: _____

Phone Number: _____

Dates (mo/yr): _____

From _____ To _____ \$/Mo. _____

From _____ To _____ \$/Mo. _____

Complex/Landlord: _____

Owner/Mgr: _____

Address: _____

City/St/Zip: _____

5. Present Employer:

Address: _____

City/St/Zip: _____

Dates (mo/yr): _____

From _____ To _____ \$/Mo. _____

From _____ To _____ \$/Mo. _____

Gross Salary _____

per _____

per _____

Position: _____

Supv/Mgr: _____

Supv/Mgr Phone #: _____

APPLICANT

CO- APPLICANT

6. **Previous Employer:** _____
 (If with present employer less than 2 years)
Address: _____
City/ST/Zip: _____
Dates (mo/yr): From _____ To _____ \$/Mo. _____ From _____ To _____ \$/Mo. _____
Gross Salary: _____ per _____ per _____
Position: _____
Supv/Mgr: _____
Supv/Mgr Phone #: _____
Other Income/Source: _____ \$ _____ Per _____ \$ _____ Per _____

7. **Bank References:**
Bank: _____
Bank Officer: _____
Address & City: _____
Phone #: _____
Active Checking Acct. #: _____
Active Savings or Money
Market Acct. #: _____

8. **Will any pets be on the Property?** Yes No How many? _____
 1. Kind _____ Weight _____ Breed _____ Age _____ Declawed? _____ Neutered? _____ In/Outdoor? _____
 2. Kind _____ Weight _____ Breed _____ Age _____ Declawed? _____ Neutered? _____ In/Outdoor? _____

9. **Vehicles:** MAKE MODEL COLOR YEAR LICENSE # STATE
 Car #1: _____
 Car #2: _____
 Motorcycle, RV or Boat: _____
 Vehicle is registered to: Car# 1: _____ Car# 2: _____ Other: _____

10. **IN CASE OF EMERGENCY, NOTIFY:**
 Name _____ Relationship _____
 Address _____ Phone# _____
 City/ST/Zip _____

Name, age, and relationship of all other persons to be occupying the leased premises (including children, relatives, other occupants):

Name _____ Relationship _____ Age _____
 Name _____ Relationship _____ Age _____
 Name _____ Relationship _____ Age _____

11. REASON FOR LEAVING PRESENT ADDRESS: _____

12. Yes (Y) or No (N)

Will any waterbeds be in the Property? _____ Will Applicant maintain a renter's insurance policy? _____

Has Applicant or any other occupant ever:

Been evicted? _____ filed bankruptcy? _____ lost property due to foreclosure? _____ had any credit problems? _____
been convicted of a felony? _____

If the answer to any of the above questions is Yes, explain (attach additional sheets if necessary):

13. Will any person guarantee the Lease?

Name: _____

Phone:(hm) _____ (wk) _____ (fax) _____

Address: _____ City/ST/Zip: _____

How were you referred to us? _____

14A. If lease contract is attached, please sign below:

CORRECT INFORMATION

Each of the undersigned persons represents that all above statements are true and complete and hereby authorizes verification of such information. Providing false information in this application is grounds for rejection of this application, termination of any lease signed in reliance upon the information contained in the application and retention of any application fee(s) as liquidated damages for Landlord's expenses for processing this application. A **NONREFUNDABLE** application fee in the amount of \$ _____ is hereby tendered by Applicant to Landlord. **APPLICANT HEREBY AUTHORIZES LANDLORD OR LANDLORD'S AGENT TO OBTAIN A COPY OF APPLICANT'S CREDIT REPORT, VERIFY APPLICANT'S RENTAL AND EMPLOYMENT HISTORY AND OBTAIN OTHER INFORMATION RELATED TO THIS APPLICATION.**

Applicant's Signature _____ Date _____
Co-Applicant's Signature _____ Date _____

14B. Sign below if no contract is attached:

DEPOSIT AGREEMENT

A **NONREFUNDABLE** application fee in the amount of \$ _____ is hereby tendered by Applicant to Landlord. Applicant hereby tenders an Application Deposit to Landlord in the amount of \$ _____ in consideration for Landlord removing the Property (described in Application above) from the market until such time as Landlord approves or rejects Applicant as a tenant. If approved, Applicant shall sign a lease agreement with Landlord for the Property to commence on the _____ day of _____, and end on the _____ day of _____, for monthly rent in the amount of \$ _____, and a security deposit in the amount of \$ _____.

Providing false information in this application is grounds for rejection of this application or termination of any lease signed in reliance upon the information contained in the application and retention of any application fee(s) as liquidated damages for Landlord's expenses for processing this application.

The Application Deposit shall be: (a) credited to the security deposit in the Lease if Landlord approves Applicant as a tenant; or (b) refunded if Landlord does not approve Applicant as a tenant.

If Applicant fails to sign a lease with Landlord within three (3) days after receiving notice that Landlord approves Applicant as a Tenant, Landlord may retain the Application Deposit as liquidated damages for Landlord's forbearance in leasing the property to any other applicant and shall have no further obligation to Applicant. Landlord shall approve or reject tenant's Application within seven (7) days from the date this Agreement is signed by Landlord or Landlord's Representative. Applicant shall be responsible for contacting Landlord or Landlord's Representative to determine if approval has been obtained. Landlord expressly reserves the right to refuse to enter into a lease and terminate this Agreement if Landlord does not approve Applicant as a tenant.

Applicant's Signature _____

_____ Date

Co-Applicant's Signature _____

_____ Date

Landlord or Landlord's Agent _____

_____ Date

NOTE: Landlord's Representative should sign this agreement only under proper power of attorney or under the authority of a separate written agreement.

FOR LANDLORD'S USE ONLY

1. Applicant was notified of approval, non-approval or approval subject to _____ on _____

2. Notification was by: telephone letter fax in person electronic mail.

3. Name(s) of person(s) to whom above notice was actually given (applicants and co-applicants must be notified): _____

4. Name of person who notified the above person(s): _____