



**RENTAL APPLICATION**

**ONE APPLICATION FOR EACH ADULT**

**PROPERTY INFORMATION**

Property Address: \_\_\_\_\_  
Desired Occupancy Date: \_\_\_\_\_

**APPLICANT INFORMATION**

Legal Name (Last/First/Middle): \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

**ADDRESS HISTORY**

Present Address: \_\_\_\_\_  
Present Landlord: \_\_\_\_\_ Phone #: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Rent Amount: \_\_\_\_\_ Move-In: \_\_\_\_\_ Move-Out: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

Prior Address: \_\_\_\_\_  
Prior Landlord: \_\_\_\_\_ Phone #: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Rent Amount: \_\_\_\_\_ Move-In: \_\_\_\_\_ Move-Out: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**EMPLOYMENT HISTORY**

Present Employer: \_\_\_\_\_ Address: \_\_\_\_\_  
Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Phone: \_\_\_\_\_ Salary (Monthly or Hourly): \_\_\_\_\_  
Hours per Week: \_\_\_\_\_ Start Date: \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Start Date / End Date: \_\_\_\_\_

Additional Source(s) of Income: \_\_\_\_\_ Contact/Phone #: \_\_\_\_\_  
\_\_\_\_\_ Contact/Phone #: \_\_\_\_\_

**LIST ALL OCCUPANTS**

Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_ Relationship: \_\_\_\_\_

**PETS**

Type(s) (Dog/Cat): \_\_\_\_\_ Number of Pets: \_\_\_\_\_ Breed(s): \_\_\_\_\_ Approximate Weight: \_\_\_\_\_ Lbs.

**ADDITIONAL INFORMATION**

Have you ever filed bankruptcy?  Yes  No  
Have you ever been arrested or charged with a crime other than a traffic violation?  Yes  No  
Have you ever been evicted, asked to vacate or not paid rent when due?  Yes  No  
If you answered yes to any of the above, please explain: \_\_\_\_\_

**RELEASE**

Applicant understands and agrees that he/she has only applied for a tenancy. This form is not a lease, but an application and offer to lease, which may be accepted or rejected by Medallion Management. Medallion Management is a fair housing provider and will grant equal opportunity to all persons under the law. Applicant hereby grants to Medallion Management full authorization necessary to verify the information on this form, and to check applicant's credit history, rental history, criminal history, employment & income verification, information from public agencies and other information relevant to this application for a residential tenancy.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Printed Name of Applicant \_\_\_\_\_



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**RENTAL APPLICATION  
CRITERIA**

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Thank you for submitting your application for this rental property. Verifiable information must be provided clearly on the enclosed application as requested.

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**Acceptance or denial of your application may be based in part, but not limited to, the following criteria:**

- **INCOME:** Verifiable income must be sufficient to meet our income policy.
  - **CREDIT HISTORY:** Derogatory information such as late payments, unpaid bills and bankruptcies.
  - **RENTAL HISTORY:** References from current or previous landlords and/or court eviction action information.
  - **CRIMINAL HISTORY:** Criminal activity, history of endangering others and/or history of damaging property.
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**RENTAL POLICIES:**

- Our company philosophy centers on providing you with a decent & well-maintained residence.
  - We encourage our tenants to communicate/advise of any item(s) that may need attention/maintenance. We will then make our best effort to correct the item(s) in a timely manner.
  - We require an \$800.00 security deposit + \$200.00 (per) pet deposit (if applicable), paid prior to moving in.
  - We background check all of our prospective tenants.
  - As a rule, we do not allow pets in our properties, but make exceptions on a case-by-case basis. In these cases, we may allow only certified service animals, well-trained dogs (under 10 lbs.) and/or neutered/spayed cats at our discretion.
  - We have a crime-free/drug-free policy. We do not tolerate crime or drug activity in or around our properties.
  - You are required to maintain the lawn and sidewalks as part of your lease.
  - You are required to keep the property in a clean and garbage-free condition.
  - We have an initial (6) month lease term, followed by month-to-month terms. This provides flexibility for both parties in the event you are dissatisfied with the property after initial term and/or we are dissatisfied with you as a tenant.
  - Your rent is due in full on the 1<sup>st</sup> of every month. There will be a late fee of \$40 assessed for late payments arriving in our office (after the 5<sup>th</sup> of the month). If your rent is not received before the 15<sup>th</sup> of the month, eviction process will be started and you will be asked to vacate prior to the 1<sup>st</sup> of the following month. **IF YOU HAVE A HISTORY OF LATE PAYMENT OR FEEL YOU CAN'T PAY YOUR RENT ON TIME, WE ARE NOT A FIT FOR YOU.**
  - We require a written 30 day notice (from the 1<sup>st</sup> of the month) to terminate your lease and vacate the property.
  - We respect your privacy and will provide advance notice prior to making any visits to provide maintenance.
  - Upon acceptance of you as our tenant, we require your security/damage & pet deposit to hold the property.
  - Upon acceptance of you as our tenant, you will be provided with a *Tenant Information Packet* covering the above points.
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**Medallion Management reserves the right to make discretionary decisions regarding acceptance or denial of the applicant. Failure to qualify in one area may not automatically disqualify applicant. In this case, an extra deposit or guarantor may be required. A prospective tenant who provides false information or omits material information requested is liable for damages, plus a civil penalty of up to \$500, civil court filing costs, and reasonable attorney's fees.**

**I have read and understand the above statements.**

**APPLICANT SIGNATURE:** \_\_\_\_\_

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