



JENKINS
PROPERTIES
Real Estate & Property Management

Dear Rental Housing Applicant:

Thank you for considering Jenkins Properties as your housing provider. We assure you that your rental home will be clean and in good repair when you move in and that you will receive prompt and courteous service as one of our residents.

Following are the guidelines for all applicants.

APPLICATION: All proposed occupants over the age of 18 must submit a completed application and a copy of photo identification. All questions on the application must be answered and the application must be signed. Incomplete applications will not be processed. There is a \$20.00 non-refundable application fee per applicant.

FINANCIAL: The rent must not exceed 30% of total household income. Proof of income is required. Example: Three recent paycheck stubs, current year tax return, written employer verification, our award letter from Social Security. For self employed applicants we require most recent tax return and copies of business bank statements.

CREDIT: A credit report is obtained on all applicants over the age of 18. A history of on time payments for 2 years is required. Bankruptcy, late payments, charge-offs and collection accounts will disqualify your application.

RENTAL HISTORY: Our application requires residence history for a minimum of three years with landlord (or mortgage company) contact information and exact dates. Our standard for acceptance is a record of consistent, on time, payments for the last 3 years and no eviction activity.

CO-SIGNORS: We occasionally accept co-signors for applicants that do not have a steady income, rental history or established credit. (Example: a parent supported student) The co-signor must complete a Rental Application and have adequate income to meet their obligations in addition to the rent payment of the applicant they will guarantee. All of the above Credit guidelines apply to co-signors. We do not accept co-signors for applicants with negative credit reports.

OCCUPANCY: Our policy is not to exceed a maximum of:

- 1 person in a studio apartment
- 3 persons in a 1 bedroom unit or house
- 5 persons in a 2 bedroom unit or house
- 7 persons in a 3 bedroom unit or house

PETS: Most of our rentals do not allow pets so if you have a house pet please discuss this with the Leasing Consultant and do not assume anything. When pets are allowed, there are specific requirements and additional deposits required. Pets are defined as dogs, cats, all other small mammals, snakes and other reptiles and any bird.

Thank you. We look forward to processing your application for housing.

APPLICANTS

FIRST	MIDDLE	LAST	BIRTH DATE	SOCIAL SECURITY #	DRIVER'S LICENSE
OTHER NAMES USED WITHIN LAST 5 YEARS			HOME PHONE	BUSINESS PHONE	

ADDITIONAL OCCUPANTS

ALL OTHER PROPOSED OCCUPANTS	AGE	RELATIONSHIP TO APPLICANT

EMPLOYMENT

	CURRENT EMPLOYMENT	PREVIOUS EMPLOYMENT	OTHER INCOME DESCRIBE SOURCE AND AMOUNT OF ALL OTHER INCOME
EMPLOYED BY			
ADDRESS			
EMPLOYER PHONE			
OCCUPATION			
POSITION			
NAME OF SUPERVISOR			
DATES OF EMPLOYMENT	FROM TO	FROM TO	
INCOME PER MONTH	\$.	\$.	\$.

RESIDENCE FOR LAST THREE YEARS

	CURRENT RESIDENCE	LAST PRIOR	PRIOR
STREET ADDRESS			
CITY			
STATE AND ZIP			
DATES OF STATE			
RENT AMOUNT	\$.	\$.	\$.
OWNER/MANAGER AND PHONE NUMBER			
REASON FOR LEAVING			

VEHICLES

AUTOMOBILES	MAKE	MODEL	COLOR	YEAR	LICENSE NO.
MOTORCYCLES					

CREDIT INFORMATION

NAME OF BANK/S	BRANCH OR ADDRESS	ACCOUNT NO.		APPROX. BALANCE	
		CHECKING:		\$.
		SAVINGS:		\$.
		CHECKING:		\$.
		SAVINGS:		\$.
CREDIT REFERENCES	ACCOUNT NO.	ADDRESS / CITY	PHONE	PRESENT BALANCE	MONTHLY PAYMENTS

PERSONAL REFERENCES

IN CASE OF EMERGENCY NOTIFY	ADDRESS / CITY	PHONE	RELATIONSHIP
CLOSE FRIEND			
NEAREST RELATIVE LIVING ELSEWHERE			

GENERAL INFORMATION

- 1.- Do you intend to use any water filled furniture in this apartment? _____
- 2.- Do you have any pets? _____ If so, how many and what? _____
- 3.- Have you ever been evicted for non-payment of rent or any other reason? _____
- 4.- Why are you leaving your present residence? _____
- 5.- Please explain any "yes" answers to General Information: _____

Applicant represents that all information given on this application is true and correct and hereby authorizes verification of all references and facts, including but not limited to obtaining Unlawful Detainer and Credit Reports. Applicant hereby waives any claim and releases from liability any person providing or obtaining said verification or additional information.

The undersigned hereby applies to rent/lease Apartment No. _____ at _____ for \$ _____ per month and upon OWNER'S approval agrees to enter into a Rental Agreement and/or Lease and pay all rent and security deposits required before occupancy.

An Application fee of \$ _____ is hereby submitted for the cost of Credit Reports and processing this application.

Addition information _____

Dated: _____

Applicant

Applicant

Projected to move in Date: ____/____/____