

Application for Leasing or Rental (NOTE: This application is not a lease)

The undersigned hereby submits the following information as an application to lease/rent following described property and authorizes us to verify all information and pull your credit report:

Property Address: _____ **Source:** _____

A. Financial Information

- 1. Name of Applicant: _____
- 2. Phone: _____ DOB _____
- 3. Email: _____
- 4. Social Security # _____
- 5. Dr. Lic. # _____
- 6. Occupation of Applicant: _____
- 7. Name of Employer(s): _____
Phone: _____
- 8. Address of Employer(s): _____
- 9. How Long Employed? _____
- 10. Annual Income: Year: _____ \$ _____
Year: _____ \$ _____
Year: _____ \$ _____
- 11. Other Sources of Income: _____
- 12. Annual Income from other Sources: _____
- 13. Debt or Obligations (list creditor and Amount): _____
- 14. Bank: Branch _____ City _____ Type Account _____

- 1. Name of Co-Applicant: _____
- 2. Phone: _____ DOB _____
- 3. Email: _____
- 4. Social Security # _____
- 5. Dr. Lic. # _____
- 6. Occupation of Co-Applicant: _____
- 7. Name of Employer(s): _____
Phone: _____
- 8. Address of Employer(s): _____
- 9. How Long Employed? _____
- 10. Annual Income: Year: _____ \$ _____
Year: _____ \$ _____
Year: _____ \$ _____
- 11. Other Sources of Income: _____
- 12. Annual Income From other Sources: _____
- 13. Debt or Obligations (list creditor and Amount): _____

Please check all that apply:

Bankruptcy: Yes No Yr: _____
Shortsale: Yes No Yr: _____

Foreclosure: Yes No Yr: _____
Evicted: Yes No Yr: _____

If yes, why? _____

B. Information about the applicant(s) and Occupant(s):

- 1. Other Occupants # _____ Name(s): _____ Age(s): _____
- 2. List any pets (Dogs, Cats, etc.): _____

3. **Present Address** _____
 Dates Occupied _____ **Phone:** _____
 Rented: _____ Leased: _____ Owned: _____ Monthly Payment\$ _____
 Reason for Leaving? _____

4. **Landlord Name:** _____ Landlord Phone# _____
 Landlord Address: _____

Name of Two References & Relationship: (At least 1 Non-Relative)

- 1. _____ Relationship: _____ Phone: _____
- 2. _____ Relationship: _____ Phone: _____

When do you want to lease this property? _____ Auto: Make/Model/Tag# _____

Applicant warrants that the preceding information is a complete and accurate representation of all the facts.

Applicants Signature _____

Witness _____ Date: _____

Broker _____ Date: _____

Broker acknowledges receipt of \$ _____ as deposit to be held & applied to lease when accepted by landlord, otherwise to be refunded.

Broker _____ By _____ Date: _____

**Larry Williams
(248) 917-2323**

Criteria Needed For Sellers / Landlords

1. **APPLICATION**: Located on reverse side of this paper, fill out completely!
2. **CREDIT REPORT**: Current Credit Score – Most will require Tri-Merge Report (All 3 Bureaus; Transunion, Experian, & Equifax). You can look up your credit score & report at one of the sites listed below:
 - a.) AnnualCreditReport.com
 - b.) CreditKarma.com
 - c.) ThinkCreditreport.com
3. **CREDIT SCORE**: If below “600”, you will need a **letter** with the following information:
 - a.) Explanation for your current credit score
 - b.) Steps you are taking to improve your current score
4. **COPY OF DRIVER’S LICENSE OR PASSPORT**
5. **JOB HISTORY**: You will need 2 weeks pay stub OR a letter from your employer stating:
 - a.) Length of time employed with company
 - b.) Hourly or Annual amount you are paid
 - c.) Your current AND future standing position with the company
6. **BANKRUPTCY OR FORECLOSURE**: If one or both apply to you, the following is needed:
 - a.) Dates of Discharge (a copy of Discharge is best) and/or date of Sheriff Sale.
7. **LETTER OF EXPLANATION**: This can clarify cause of Bankruptcy and/or Foreclosure, rental issues or past issues with credit, job, medical or family etc. This helps Landlord/Owner better understand your situation.
8. **RENTING**: If you are currently renting, you will need a letter from your landlord specifying:
 - a.) Payment History - Any late payments or always paid on time?
 - b.) Tenant History - Were all lease requirements fulfilled?
 - c.) Departure – Is Tenant leaving on good terms? If not, explanation is needed.
9. **TAX RECORDS**: If you are **self-employed**, you will need 2 years of tax returns. These are excellent to have for all Sellers, or Landlords.
10. **DEPOSIT**: You will need a Cashier’s Check made out to “Real Living Kee Realty” for 50% of the first month’s rent. Security deposits must be paid before move-in date. It is your responsibility to discuss additional deposit money with your realtor.
11. **CREDIT SCORE IMPROVEMENT**: **CMAC (Credit mentoring & consulting)**
Christina (Owner) or Joshua 1-937-306-6457

NOTE: MOST OWNERS ARE AWARE OF THE POSSIBILITY OF BANKRUPTCY, FORECLOSURE, OR LOW CREDIT SCORE. DO NOT LET THIS STOP YOU FROM FILLING OUT THE APPLICATION!

Real Living Kee Realty
210 W. University Dr.
Rochester, MI 48307
(248) 651-1200
(248) 601-5557

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