



**Chuck Rich Properties**

Office: 423-926-2100 ▪ Fax: 423-926-5530

**APPLICATION TO RENT  
RESIDENT PERSONAL  
& CREDIT INFORMATION**

Desired rental address: \_\_\_\_\_

Number of occupants: \_\_\_\_\_ Relationships & Ages: \_\_\_\_\_

**Pets:** Type \_\_\_\_\_ Age \_\_\_\_\_ Weight \_\_\_\_\_ Color \_\_\_\_\_

**Personal Data:**

**Name** \_\_\_\_\_ Birthdate \_\_\_\_\_

Last First Middle

Social Security Number \_\_\_\_\_ Drivers License No. \_\_\_\_\_

Student (if applicable): School \_\_\_\_\_ Year \_\_\_\_\_

Phone #: ( ) \_\_\_\_\_ Cell phone #: ( ) \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Spouse Name** \_\_\_\_\_ Birthdate \_\_\_\_\_

Last First Middle

Social Security Number \_\_\_\_\_ Drivers License No. \_\_\_\_\_

Student (if applicable): School \_\_\_\_\_ Year \_\_\_\_\_

Phone #: ( ) \_\_\_\_\_ Cell phone #: ( ) \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Residence:** Please give your residence history for the past 3 years beginning with your present address. Attach additional pages if necessary.

**Present Address**

Street City State Zip  
From \_\_\_\_\_ to \_\_\_\_\_ Owner Name \_\_\_\_\_ Phone \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

**Prior Address**

Street City State Zip  
From \_\_\_\_\_ to \_\_\_\_\_ Owner Name \_\_\_\_\_ Phone \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

**Prior Address**

Street City State Zip  
From \_\_\_\_\_ to \_\_\_\_\_ Owner Name \_\_\_\_\_ Phone \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

| <b><u>Occupation:</u></b>             | <b>Present Occupation</b> | <b>Prior Occupation</b> | <b>Spouse Occupation</b> |
|---------------------------------------|---------------------------|-------------------------|--------------------------|
| <b>Position/Title</b>                 |                           |                         |                          |
| <b>Employer</b>                       |                           |                         |                          |
| <b>Business Address</b>               |                           |                         |                          |
| <b>Dates Employed</b>                 |                           |                         |                          |
| <b>Name &amp; Title of Supervisor</b> |                           |                         |                          |
| <b>Phone Number</b>                   |                           |                         |                          |
| <b>Monthly Gross Income</b>           |                           |                         |                          |

**References:**

|   |  |                          |                            |                           |
|---|--|--------------------------|----------------------------|---------------------------|
| <b>Bank Name</b>                          | <b>Address (Street / City / State / Zip)</b> |                          |                            | <b>Phone</b>              |
|   |  |                          |                            |                           |
| <b>Credit References</b>                  | <b>Address (Street / City / State / Zip)</b> | <b>Purpose of Credit</b> | <b>Highest \$\$\$ Owed</b> | <b>Open or Close Date</b> |
|   |  |                          |                            |                           |
|   |  |                          |                            |                           |
| <b>Personal References</b>                | <b>Address (Street / City / State / Zip)</b> |                          | <b>Phone</b>               | <b>Relationship</b>       |
|   |  |                          |                            |                           |
|   |  |                          |                            |                           |
|   |  |                          |                            |                           |
| <b>In Case of Emergency Please Notify</b> | <b>Address (Street / City / State / Zip)</b> |                          | <b>Phone</b>               | <b>Relationship</b>       |
|   |  |                          |                            |                           |
|   |  |                          |                            |                           |

Car Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Car License #: \_\_\_\_\_

|  | Yes                   | No |
|--|-----------------------|----|
| Have you <b>ever</b> been or are you currently more than 30 days delinquent on any financial obligation? |                       |    |
| Have you <b>ever</b> filed a petition for bankruptcy? If Yes - Date:                                     |                       |    |
| Have you <b>ever</b> been evicted from any tenancy?  |                       |    |
| Have you <b>ever</b> willfully or intentionally refused to pay any mortgage or rent when due?            |                       |    |
| Have you <b>ever</b> been charged with or convicted of a felony?   |                       |    |
| Desired date of occupancy? _____   | Extra storage needed? |    |
| How did you find out about our property?   |                       |    |

I declare the foregoing to be true under penalty of perjury. I agree that the Landlord may terminate any agreement entered into in reliance on any misstatement made above. Authorization for approval, enforcement and collection of lease is hereby granted to obtain a credit report, criminal report and employment verification with salary on applicant and/or co-applicant. I hereby direct the persons above to give any requested information concerning me, hereby waiving all rights of action for consequences as a result of such information.

**Please note: The application fees are non-refundable. The deposit is non-refundable 24 hours after approval of this application.**

Applicant \_\_\_\_\_ Spouse \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_

**REQUIRED DOCUMENTATION MUST BE PROVIDED WITH THIS APPLICATION:**

- \_\_\_\_\_ Valid driver's license (for proof of identity)
- \_\_\_\_\_ Most recent **three months** of check stubs (for proof of employment & income)

If this form is sent by fax or email the sender adopts the document received by Chuck Rich Properties as a duplicate original and adopts the signature produced by the receiving machine as the sender's original signature.

**(Office Use Only)**

|                          |                     |                       |          |
|--------------------------|---------------------|-----------------------|----------|
| Application Fee          | \$30.00 / \$45.00   | ID Verified           |          |
| Security Deposit         | \$                  | Credit Check          |          |
| Pet Fee (non-refundable) | \$250.00 / \$350.00 | Criminal Check        |          |
| Rent                     | \$                  | Employment Check      |          |
| Other                    | \$                  | Prior Landlord Check  |          |
| Total                    | \$                  | Co-Signature Required | Yes / No |