

APPLICATION FOR RENTAL OCCUPANCY



Rental History Reports
701 South Fifth Street Hopkins, MN 55343
Phone (952) 545-3953 Fax (952) 545-3973
www.RentalHistoryReports.com

SITE NAME: _____ RHR ID: _____ APPLICANT DATE: _____ DEPOSIT DATE: _____ TODAY'S DATE: _____
MONTHLY RENTAL \$: _____ DEPOSIT \$: _____ GARAGE \$: _____ OTHER \$: _____ TOTAL \$: _____
LEASE DATES: FROM _____ TO: _____ AGENT: _____

Last Name	First Name	Middle	Birth Date
Social Security #	Drivers License #	State	Email Address

Addresses	City, State & Zip	From / To	Management
Current		/	
Previous		/	
Previous		/	

Employer / City, State	From / To	Contact / Phone #	Income
Current	/	() -	
Previous	/	() -	

Bank Reference	Applicant's Phone #	Additional Information
Institution <input style="width:100%;" type="text"/>	Residence <input style="width:100%;" type="text"/>	Names of Occupants <input style="width:100%;" type="text"/>
Account # <input style="width:100%;" type="text"/>	Work <input style="width:100%;" type="text"/>	Pets: <input style="width:100%;" type="text"/>

Name	Address	Phone Number
Party to Notify In Emergency		
Nearest Friend		
Parent of App.		

Have You Ever

Refused to Pay Rent When Due: Yes / No Filed for Bankruptcy: Yes / No Been Evicted: Yes / No
 Been Convicted of a Felony: Yes / No If Yes, Explain: _____

How Did You Learn About Our Community?

Newspaper _____ Driving By _____ Referral Service _____ Current Resident _____

Signed Release

I/We authorize Rental History Reports (RHR) and/or the above named company to do a complete investigation of all information provided within my application for residency. I/We have personally filled in and/or reviewed all information contained within the application. I/We understand failure to complete these documents completely and truthfully may result in denial and/or forfeit of deposit. A complete investigation may include any or all of the following: Credit Report, Verification of Employment and Income, Criminal Record Search, Rental History References (including MPHA), Unlawful Detainer/Eviction Investigation, Identity Trace, Sex Offender Search, Terrorism Search, Check Writing History, and Personal Interviews with all provided references. The source of the information may come from, but is not limited to: credit bureaus; banks and other depository institutions; current and former employers; federal or state records including State Employment Security Agency records, county or state criminal records as follows, or other sources as required. It is understood that a photocopy or facsimile copy of this form will serve as authorization. I/We understand that I/We have a right to make a written request within 30 days to receive information pertaining to this report if I/We are not accepted based upon information contained in the report. I/We authorize RHR to produce to the credit grantor Federal and State records of employment and income history, including State Employment Security Agency records. This authorization continues in effect for one (1) year unless limited by state law, in which case the authorization continues in effect for the maximum period, not to exceed one (1) year.

Notice to applicants applying for a community in Minneapolis and St. Paul only: If you are charged an application fee but a consumer credit report or tenant screening report is not ordered, you are entitled to a refund of the application fee. Please circle your preferred method for return of the application fee as either 1) mail, 2) destroy it, or 3) hold for retrieval upon one business-day's notice.

BIRTH DATE	VERIFIED BY: CWR/PLS	NO PHOTO
DRIVER'S LICENSE NUMBER		
FIRST NAME	MIDDLE NAME	LAST NAME

APPLICANT SIGNATURE _____ DATE _____



BACKGROUND SCREENING AND RENTAL CRITERIA

Fair Housing Statement: We are a fair housing provider. We do not discriminate against persons on the basis of race, color, religion, national origin, sex, familial status, disability, creed, marital status, public assistance, ancestry, and sexual or affectional orientation.

Application Requirements: Your application must be filled out completely and accurately. An incomplete application may be rejected or not processed. Any misstatements or omissions made on your application, whether or not discovered before you move into the building, is grounds for denial of an application or termination of an existing lease. Information must be legible and verifiable. If information given on the application cannot be checked out and verified, this is a reason for rejection. Omission of information, such as an address or employer, may be grounds for rejection.

Identification and Application Process: Every person over 18 must be screened and must provide a government-issued photo ID and valid social security number. ✓

Housing History: Applicants must have a positive housing history. We require the name and last known telephone number of each landlord/property manager/mortgage or contract for deed payee for each address you have had for the last three years. Roommate references are not acceptable. A positive housing history is one of the most important things considered in screening an application. The refusal of a prior landlord to give a reference, or a negative reference, may be grounds for rejection. In the case of first time renters this requirement may be varied subject to additional requirements of management.

Eviction Filings: Unlawful detainers or evictions may be a basis for rejection of an application.

Credit: A positive credit history is required. An adverse bank or credit reference, high debt, past due or dishonored debt, or the absence of a credit history may be grounds for rejection.

Income: Income from all sources must be sufficient to pay an applicant's rent and other predictable living expenses. To be counted as household income, amounts must be verifiable, reliable, and predictable.

Business Relationship: The relationship between a landlord and tenant is a business relationship. A courteous and businesslike attitude is required from both parties. We reserve the right to refuse rental to anyone who is verbally abusive, swears, is disrespectful, makes threats, appears to be under the influence, is argumentative, or in general displays an attitude at the time of the unit showing and application process that causes management to believe we would not have a positive business relationship.

Occupancy:

One Bedroom – Two Occupants

Two Bedrooms – Four Occupants

Three Bedrooms – Six Occupants





BACKGROUND SCREENING AND RENTAL CRITERIA

Criminal History: Applicants who have a criminal history may be rejected.

Application Fee:

Payment of a \$45.00 application fee is required at the time you apply for the home. One application per adult is required. The home will not be held until the security deposit is paid in full once the application has been approved. **THE APPLICATION FEE IS NON-REFUNDABLE.**

Each applicant must provide a current driver's license or state issued photo ID card. You must also provide the most current pay stubs from your employer.

Please fill out the application clearly with blue or black ink only. Be sure to fill out your application thoroughly to ensure timely processing.

All applications are processed by Rental History Reports. Please direct all inquiries regarding your file to the following address:

Rental History Reports
701 5th Street South
Hopkins, MN 55343
(952) 545-3953

Applicant Signature

Date

Applicant Signature

Date

Applicant Signature

Date

Management Signature

Date





RENTAL HISTORY REPORTS

Please with Confidence.

(FOR OFFICE USE ONLY)

Last Name		First	Middle	Maiden
Company Name			State Purpose	
Current Address		City	State	Zip Code
Previous Address		City	State	Zip Code
Date of Birth	Sex	Social Security Number	Driver's License	State () Home Phone

I/We authorize Rental History Reports (RHR) and/or the above named company to do a complete investigation of all information provided in my application for residency. I/We have personally filled in and/or reviewed all information contained within the application. I/We understand failure to complete these documents completely and truthfully may result in denial and/or forfeit of deposit. A complete investigation may include any or all of the following: credit report, verification of employment and income, criminal record search, rental history references (including MPHA), unlawful detainer/eviction investigation, identity trace, sex offender search, terrorism search, check writing history and personal interviews with all provided references. The source of the information may come from, but is not limited to: credit bureaus, banks and other depository institutions, current and former employers, federal or state records including state employment security agency records, county or state criminal records, county agencies as it relates to the applicant's eligibility, non-eligibility and/or benefit amounts received by the tenant, or other sources as required. It is understood that a photocopy or facsimile copy of this form will serve as authorization. I/We understand that I/We have a right to make a written request within 30 days to receive information pertaining to this report if I/We are not accepted based upon information contained in the report. I/We authorize RHR to produce to the credit granter federal and state records of employment and income history, including state employment security agency records. This authorization continues in effect for one (1) year unless limited by state law, in which case, the authorization continues in effect for the maximum period not to exceed one (1) year. Notice to applications applying for a community in Minneapolis and St. Paul only: If you are charged an application fee but a consumer credit report or tenant screen report is not ordered, you are entitled to a refund of the application fee. Please circle your preferred method for return of the application fee as either 1) mail, 2) destroy it, or 3) hold for retrieval upon one business-days' notice. Any controversy or claim arising out of or relating to this agreement, or breach thereof, shall be settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.

Applicant Signature _____

Date _____
