



# TENANT RENTAL APPLICATION

Castle Property LLC

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Application for which property? \_\_\_\_\_

## NAME

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Nickname: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ @ [ ]dukes.jmu.edu [ ]gmail.com [ ]yahoo.com [ ]aol.com

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Expected Date of Graduation: \_\_\_\_\_

Cell Phone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Land Line Phone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Current Street Address (or dorm name & number): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Current Individual Rent: \$\_\_\_\_\_.\_\_\_\_/month

Current Landlord: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Complex Name: \_\_\_\_\_ When does your current lease end ? \_\_\_\_/\_\_\_\_/\_\_\_\_  
Day Month Year

**CO-SIGNER (Parent or Grand-Parent)** Please choose the person that is either providing support or who makes the payments.

Full name of your Co-Signer: \_\_\_\_\_ Their relationship to you: \_\_\_\_\_

Co-Signer e-mail: \_\_\_\_\_ Co-Signer phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## TENANT PERMANENT ADDRESS

Permanent Street Address: \_\_\_\_\_ Occupied By: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## CURRENT EMPLOYMENT

Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Wage: \$\_\_\_\_\_.\_\_\_\_ per \_\_\_\_\_

Address: \_\_\_\_\_ # Hours / Week \_\_\_\_\_

Supervisor: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## OTHER INFO

Do you have any pets ? [ ] Yes [ ] No What Type ? \_\_\_\_\_ Will you be housing the pet(s) if you rent ? [ ] Yes [ ] No

Automobile? [ ] Yes [ ] No Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_

## FINANCIAL QUALIFICATION WILL BE BASED ON THE FOLLOWING INFORMATION:

In the past 5 years have you had any of the following:

- Past due balance over \$100.00 [ ] Yes [ ] No [ ] Don't know
- Payments later than 60 days [ ] Yes [ ] No [ ] Don't know
- Any civil judgments or tax liens [ ] Yes [ ] No [ ] Don't know
- Any debts placed for collection [ ] Yes [ ] No [ ] Don't know

Please comment on YES answers: \_\_\_\_\_

There is a \$45 fee due with this application. This fee covers both this application (\$25) and the co-signer's application (\$20). This fee also includes the cost to verify the credit information filed by both the tenant and the co-signer.

By signing below, I affirm that all the information is correct or to the best of my knowledge. I hereby give permission to verify the above information. If, upon verification, this application is found to contain false information the application fee is automatically forfeited.

Tenant Signature: \_\_\_\_\_

Date: \_\_\_\_\_