



COMMERCIAL PROPERTY RENTAL APPLICATION
Equal Housing Opportunity

Date of Application _____, 20_____

Applicant, and any Co-Applicant, hereby agrees to pay a non - refundable application fee of **\$ 50.00** each at the time Applicant and Co-Applicant (s) submit (s) this signed Rental Application to McGinnis Commercial Real Estate Company, "Property Manager," which fee is used for costs associated with obtaining applicant's credit report (s), and for other administrative costs relative to the application to rent property. Submitting the Application Fee (s) does not guarantee Applicant (s) occupancy of any rental property. The said Application Fee (s) shall not be applied to any rental payments or deposits relative to occupancy of any rental property.

The undersigned Applicant (s) hereby makes this application to rent the following property:

Address _____ Apt# _____ City _____ State _____ Zip _____
Anticipated move in date of _____, 20____, at a monthly rental of \$ _____, with security deposit of \$ _____, for a term of _____ () year (s).

PLEASE TELL US ABOUT YOURSELF

Applicant #1 :

Full Name _____ Home Phone (_____) _____
Date of Birth _____ Social Security # _____
Email Address: _____ Other Phone (_____) _____

Co-Applicant Name _____ Telephone (_____) _____
Co-Applicant Date of Birth _____ Social Security # _____
Names of Dependents _____ Dependents DOB _____
Names of Dependents _____ Dependents DOB _____
Names of Dependents _____ Dependents DOB _____

Applicant #2 :

Full Name _____ Home Phone (_____) _____
Date of Birth _____ Social Security # _____
Email Address: _____ Other Phone (_____) _____

Co-Applicant Name _____ Telephone (_____) _____
 Co-Applicant Date of Birth _____ Social Security # _____
 Names of Dependents _____ Dependents DOB _____
 Names of Dependents _____ Dependents DOB _____
 Names of Dependents _____ Dependents DOB _____
 Pets : Type _____ Weight _____ Age _____
 Pets : Type _____ Weight _____ Age _____

** Attach additional copies for additional Applicants **

PLEASE GIVE RENTAL HISTORY (LAST 3 YEARS)

Current Address _____ Apt# _____ City _____ State _____ Zip _____
 Month/Year Moved In _____ Reason (s) for Leaving _____ Rent \$ _____
 Owner/Agent _____ Phone (_____) _____
 Previous Address _____ Apt# _____ City _____ State _____ Zip _____
 Month/Year Moved In _____ Reason (s) for Leaving _____ Rent \$ _____
 Owner/Agent _____ Phone (_____) _____
 Previous Address _____ Apt# _____ City _____ State _____ Zip _____
 Month/Year Moved In _____ Reason (s) for Leaving _____ Rent \$ _____
 Owner/Agent _____ Phone (_____) _____

PLEASE DESCRIBE YOUR CREDIT HISTORY

Have you declared bankruptcy in the past seven (7) years? Yes _____ No _____
 Have you ever been evicted from a rental residence? Yes _____ No _____
 Have you had two or more late rental payments in the past year? Yes _____ No _____
 Have you ever willfully or intentionally refused to pay rent when due? Yes _____ No _____

PLEASE PROVIDE YOUR EMPLOYMENT INFORMATION HISTORY (LAST 3 YEARS)

Your Status: Full Time _____ Part Time _____ Student _____ Unemployed _____
 Applicant #1 :
 Employer _____
 Dates employed _____ Position _____
 Supervisor Name _____ Phone (_____) _____
 Salary \$ _____ per _____. Benefits _____
 Employer _____
 Dates employed _____ Position _____

Supervisor Name _____ Phone (____)_____

Salary \$ _____ per _____. Benefits _____

Applicant #2 :

Employer _____

Dates employed _____ Position _____

Supervisor Name _____ Phone (____)_____

Salary \$ _____ per _____. Benefits _____

Employer _____

Dates employed _____ Position _____

Supervisor Name _____ Phone (____)_____

Salary \$ _____ per _____. Benefits _____

Co-Applicant

Employer _____

Dates employed _____ Position _____

Supervisor Name _____ Phone (____)_____

Salary \$ _____ per _____. Benefits _____

Employer _____

Dates employed _____ Position _____

Supervisor Name _____ Phone (____)_____

Salary \$ _____ per _____. Benefits _____

PLEASE LIST YOUR REFERENCES

Banking Accounts:

Name _____ Type of Account _____

Account Number _____

Name _____ Type of Account _____

Account Number _____

Name _____ Type of Account _____

Account Number _____

Personal Reference or Emergency Contact:

Name _____ Address _____

Phone (____)_____ Relationship _____

Name _____ Address _____

Phone (____)_____ Relationship _____

Driver's License (s) : FOR EACH APPLICANT AND CO - APPLICANT

Your Driver's License Number _____ State _____

Co-Applicant Driver's License Number _____ State _____

Please submit a photocopy of your Driver's License.

Vehicle Information:

APPLICANT #1

Make / Model _____ Year _____ License Plate _____ State _____

APPLICANT #2

Make / Model _____ Year _____ License Plate _____ State _____

CO – APPLICANT

Make / Model _____ Year _____ License Plate _____ State _____

CRIMINAL BACKGROUND

1. Have you ever been convicted of or pleaded guilty or no contest to a felony (whether or not resulting in a conviction)? _____ Yes _____ No

2. Have you ever been convicted of or pleaded guilty or no contest to a misdemeanor involving sexual misconduct (whether or not resulting in a conviction)? _____ Yes _____ No

ADDITIONAL INFORMATION:

Please give any additional information that might help owner/manager evaluate this application?

I, the hereinabove named Applicant (s), or Co – Applicant, hereby apply to lease the above described premises for the rental amount and term set forth above, and agree that the rental is to be payable the first day of each month in advance. As an inducement to the Owner of the property and to the Manager to accept this application, I warrant that all statements set forth hereinabove are true; however, should any statement made above be a misrepresentation or an untrue statement of facts, whether intentional or accidental, I understand owner and/or agent will have sufficient reason to reject my application.

When my application is approved and accepted, I agree to execute Property Manager's standard commercial lease agreement for a term of _____ () months before possession is given, to pay the security deposit, and to pay the first monthly rental payment prior to the move in date.

If the application is not approved or accepted by the Owner or Manager, the Application Fee shall not be refunded.

I recognize that as a part of your procedure for processing my application, an investigative consumer report may be prepared whereby information is obtained through personal interviews with others with whom I may

be acquainted. This inquiry includes information as to my character, general reputation, personal characteristics, and mode of living. I hereby authorize an investigation of my credit, criminal history, tenant history, banking, and employment for the purposes of non-residential property leasing from Property Manager.

The Owner/Manager may refuse rental on the basis of credit and financial history, or criminal background, which reflect (s) a lack of concern for the well - being of the Owner or the Property Manager, it's staff, or vendors, contractors, customers, or associates of the Owner/Manager.

In compliance with the Fair Credit Reporting Act (FCRA) you are hereby informed that an investigative consumer report is intended to be made as to your character, general reputation, personal characteristics, and mode of living. Additional information will be obtained through employers, landlords, property managers, banks, finance companies, tax returns, credit reporting agencies or similar sources. By signing this application you **are authorizing the release of this information to the Owner, Manager, or its agents.**

BY MY SIGNATURE BELOW I, THE APPLICANT, AUTHORIZES Owner/Manager to obtain a Consumer Credit Report and/or a Criminal Background Report on me. This authorization is valid for purposes of verifying information given pursuant to non - residential property rental, employment, business negotiations, or any other lawful purpose covered under the FCRA.

The Background Check may contain information available in the Public Domain but may not include interviews with persons other than previous employers, landlords, property managers, or their agents.

I understand that the Owner/Manager is relying on the statements and information contained in the credit and financial history and criminal background investigation in offering me a property rental. I understand that my credit and financial history and criminal background investigation will be made a part of the lease agreement if one is entered into, and if any information contained therein is found to be a misrepresentation, incorrect, or untrue, whether intentional or accidental, that may form the basis for termination of the said lease agreement.

This consent to obtain a credit and financial history and criminal background application is not an offer of property rental.

I understand that I have the right to request a copy of said investigative report (s) from Property Manager regardless of the decision on my application to rent property.

By my signature below, I hereby authorize all corporations, former employers, credit agencies, educational institutions, law enforcement agencies, city, state, county and federal courts and agencies, military services and persons to release all information they may have about me including criminal and driving history. This authorization shall be valid in original, electronic, or copy form.

The above information, to the best of my knowledge, is true and correct.

Please sign: _____, 20____
Signature of Applicant Date

Please sign: _____, 20____
Signature of Applicant Date

Please sign: _____, 20____
Signature of Applicant Date

Please sign: _____, 20____
Signature of Co-Applicant Date

APPLICANT: PLEASE DO NOT WRITE BELOW (FOR OFFICE USE ONLY)

Application Fee of \$ 50.00

Payable For : _____ Applicant #1

_____ Applicant #2

_____ Applicant #3

_____ Co-Applicant

Received by _____

Date _____, 20__

OFFICE NOTES: