

**Nancy Roark**  
**615-202-6160**  
**roarken@gmail.com**

**RENTAL APPLICATION**

**NOTE: Application Fee of \$28.50 per person and is Non-Refundable. Please Read Thoroughly. Qualification based on information in application, proof of income, good rental history, no major criminal history and the credit rating obtained.**

Property Address: \_\_\_\_\_

Rent Amount: \_\_\_\_\_ Desired Date of Move In: \_\_\_\_\_

Primary Applicant Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Telephone # \_\_\_\_\_ Cell Phone# \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Secondary Applicant Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Telephone # \_\_\_\_\_ Cell Phone# \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Name and relationship of every person to live with you (included ages of minor children):

\_\_\_\_\_ / Rel: \_\_\_\_\_ / Age: \_\_\_\_\_

\_\_\_\_\_ / Rel: \_\_\_\_\_ / Age: \_\_\_\_\_

\_\_\_\_\_ / Rel: \_\_\_\_\_ / Age: \_\_\_\_\_

**PETS?** \_\_\_\_\_ Type: \_\_\_\_\_ Outside or Inside? \_\_\_\_\_

*No aggressive breeds of dogs are permitted including, but not limited, to Pit Bull, Doberman, Chow, Akita and Rottweiler.*

Are you or any other people to move in a smoker? \_\_\_\_ if so, would you be willing to smoke outside? \_\_\_\_

*We have a smoke-free property. All smoking must be outside.*

**FOR RENTAL VERIFICATION:                      APPLICANT**

**Present** Address: \_\_\_\_\_

City \_\_\_\_\_, ST \_\_\_\_\_ ZIP \_\_\_\_\_

How Long? \_\_\_\_\_ Rent: \_\_\_\_\_

Landlord: \_\_\_\_\_ Phone # \_\_\_\_\_

Reason for moving? : \_\_\_\_\_

**Previous** Address: \_\_\_\_\_

City \_\_\_\_\_, ST \_\_\_\_\_ ZIP \_\_\_\_\_

How Long? \_\_\_\_\_

Rent: \_\_\_\_\_ Owner/Manager: \_\_\_\_\_ Phone # \_\_\_\_\_

Reason for moving? : \_\_\_\_\_

**NOTE:** PLEASE LIST PREVIOUS ADDRESS AS THE ONE BEFORE CURRENT ADDRESS.  
SEARCH WILL SHOW ALL PLACES TIED TO YOUR NAME.

**FOR RENTAL VERIFICATION:**

**SECONDARY APPLICANT**

**Present** Address: \_\_\_\_\_  
City \_\_\_\_\_, ST \_\_\_\_\_ ZIP \_\_\_\_\_

How Long? \_\_\_\_\_ Rent: \_\_\_\_\_  
Landlord: \_\_\_\_\_ Phone # \_\_\_\_\_  
Reason for moving? : \_\_\_\_\_

**Previous** Address: \_\_\_\_\_  
City \_\_\_\_\_, ST \_\_\_\_\_ ZIP \_\_\_\_\_

How Long? \_\_\_\_\_  
Rent: \_\_\_\_\_ Owner/Manager: \_\_\_\_\_ Phone # \_\_\_\_\_  
Reason for moving? : \_\_\_\_\_

**NOTE:** PLEASE LIST PREVIOUS ADDRESS AS THE ONE BEFORE CURRENT ADDRESS.  
SEARCH WILL SHOW ALL PLACES TIED TO YOUR NAME.

Have you ever filed Bankruptcy? \_\_\_\_ If so, name type: \_\_\_\_\_ Date Closed: \_\_\_\_\_  
Have you ever been Evicted? \_\_\_\_ If so, explain: \_\_\_\_\_

**FOR JOB VERIFICATION**

**APPLICANT**

**Present** Occupation: \_\_\_\_\_ How Long? \_\_\_\_\_  
Current Gross Income Per Month: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Employer Name: \_\_\_\_\_

**PLEASE PROVIDE LAST PAY STUB**

**MONTHLY INCOME**

Gross Monthly Income: \_\_\_\_\_  
Additional Income: \_\_\_\_\_  
Additional Income: \_\_\_\_\_

**MONTHLY DEBT**

Credit Cards: \_\_\_\_\_  
Car Loan: \_\_\_\_\_  
Student Loan: \_\_\_\_\_  
Other Debt: \_\_\_\_\_

**FOR JOB VERIFICATION**

**SECONDARY APPLICANT**

**Present** Occupation: \_\_\_\_\_ How Long? \_\_\_\_\_  
Current Gross Income Per Month: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Employer Name: \_\_\_\_\_

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Credit Cards: \_\_\_\_\_  
Car Loan: \_\_\_\_\_  
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Other Debt: \_\_\_\_\_

Have you ever filed Bankruptcy? \_\_\_\_ If so, name type: \_\_\_\_\_ Date Closed: \_\_\_\_\_  
Have you ever been Evicted? \_\_\_\_ If so, explain: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_ Make & Model: \_\_\_\_\_  
2nd Applicant's DLN: \_\_\_\_\_ State: \_\_\_\_\_ Make & Model: \_\_\_\_\_

**Personal References:** \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone =- \_\_\_\_\_  
Address: \_\_\_\_\_

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Address: \_\_\_\_\_

**Emergency Contact:** \_\_\_\_\_ Relationship: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State \_\_\_\_\_  
Zip: \_\_\_\_\_ Phone Number(s) \_\_\_\_\_

**I/We declare that the statements above are true and correct to the best of my knowledge, and I/We hereby authorize verification of references given, a credit check and background check. We give permission for Nancy Roark to obtain a consumer credit report, contact employers, landlords, references to assist in qualifying me to rent the above listed property. I/We further acknowledge that this application is incorporated by reference and made part of any lease agreement, and misrepresentations, misleading/false statements, or failure to meet requirements set forth upon approval later discovered by the lessor may void said lease agreement at option of lessor. I/We understand that if I/We are approved for a property and wish to remove property from the active market, I/We understand that if I/We later decide not accept the property of any reason, then I/We will forfeit the given Security Deposit in its entirety. I/We acknowledge that damages for my/our failure to accept the property will result in damages to Nancy Roark that are difficult to calculate. For this reason, I/We agree that the Security Deposit will be retained as damages.**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## RENTAL FAQ

The following is a basic list that will hopefully answer some of your questions:

- Our leases are 12 month leases.
- We do allow most pets; however, PIT BULLS, ROTWEILLERS, CHOWS, DOBERMANS, AKITA, STAFFORDSHIRE AND OTHER AGGRESSIVE ANIMALS ARE NOT ALLOWED. Pet fees are non-refundable and are \$300 for 1 animal which can be paid in payments. Additional animals are \$50.
- Security Deposits are paid at the time of acceptance and are to hold the property for you. We take the property off of the market and do not show anymore. If you decide not to rent after this has occurred, we keep your deposit. However, it is 100% refundable at the end of your lease IF all the guidelines are followed (unit in same or better condition, all rents, late fees and other fees paid.....)To see a copy of the guideline in full, please call or text me.
- All adults must be put on the lease (excluding adult children).
- Application checks: Rental History, Criminal History, Verification of Employment and/or Income, Credit Rating. Bad credit may be ok if you have strong ratings in other areas!
- PICK YOUR ROOMMATES CAREFULLY! You are all equally responsible for each other and guests to the property as far as rents being paid on time & damages
- Our properties are strictly NO SMOKING! Smoking must be done outside.

Please sign below that you have read and understand:

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date