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## RENTAL / FUTURE HOMEOWNER APPLICATION

Please completely fill in one application form per adult occupant. **An incomplete application will not be processed and may result in loss of your application fee.** Also, your application will not be processed until the application fee is paid, \$25 per adult occupant.

Today's date: \_\_\_\_\_ Occupancy date desired: \_\_\_\_\_  
Rental price range: \_\_\_\_\_ Type/size desired: \_\_\_\_\_  
Rental address shown: \_\_\_\_\_

### Getting Started:

Last name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_  
Birth date: \_\_\_\_\_ Driver's license/ID number/state: \_\_\_\_\_  
Social Security #: \_\_\_\_\_ E-mail address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Is phone in your name? Y / N  
Additional Occupants (List every occupant's name and their relationship to you below, including children)

\_\_\_\_\_  
\_\_\_\_\_

### Preferences:

We are looking for long-term renters. How long do you plan on living in your next rental home? \_\_\_\_\_  
Would you like to receive a gift on your anniversary dates as part of a 3-Star Resident Program? Y / N

*Please note: Residents who handle minor maintenance and repairs on the property and pass property inspections are eligible to receive additional upgrades.*

Are you able to handle all the minor maintenance/upkeep in the property? Y / N

Check the following items that you own:

Vacuum Cleaner: \_\_\_ Mop: \_\_\_\_\_ Broom: \_\_\_ Plunger: \_\_\_ Lawn Mower: \_\_\_

Appliances (if so, which ones) \_\_\_\_\_

Check all professional level skills possessed: Electrical \_\_\_\_\_ Painting \_\_\_\_\_

Plumbing \_\_\_ Roofing \_\_\_ Appliance repair \_\_\_ Air conditioning \_\_\_ Heating \_\_\_

Carpentry \_\_\_

Do you have renter's insurance? Y / N Do you have any water-filled furniture? Y / N

Do you currently have any utilities in your name including phone? Y / N

Is there anything that prevents you from placing utilities or phone in your name? Y / N  
Do you know of anything that might interrupt your ability to pay rent? Y / N

Do you smoke? Y / N Are you willing to commit to smoking outside your home? Y / N  
Ever been convicted of a crime? Y / N What happened? \_\_\_\_\_

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**Pets?** Y / N

Name/Breed/Age \_\_\_\_\_

Name/Breed/Age \_\_\_\_\_

Up-to-date on shots and tags? Y / N Neutered/ Spayed? Y / N De-clawed? Y / N

Insurance? Y / N Pet References: Y / N

**Vehicles:**

Number of vehicles to be kept on property \_\_\_\_\_

Valid registration and inspection? Y / N

Do you have any commercial vehicles, RV, campers, boats or motorcycles? Y / N

Vehicle 1 (make/model/color/year): \_\_\_\_\_

Plate number: \_\_\_\_\_ State: \_\_\_\_\_

Vehicle 2 (make/model/color/year): \_\_\_\_\_

Plate number: \_\_\_\_\_ State: \_\_\_\_\_

Please note only cars on application will be authorized to be on premises.

**Payment Preference:**

Are you able to provide first month's rent and deposit at move in? Y / N

Are you interested in payment plan for deposit? Y / N How many payments? \_\_\_\_\_

Preferred Rental Due Date: Old-fashioned (Monthly): \_\_\_\_\_ Payday plan: \_\_\_\_\_

Preferred payment method :

\*Online Payment\_\_\_ \*Automatic Withdrawal\_\_\_ Check/Money Order\_\_\_\_\_

(Save \$20 per payment by choosing either electronic check or automatic withdrawal)

**Bank Reference:**

Name of bank and branch: \_\_\_\_\_ Phone: \_\_\_\_\_

Checking acct? Y / N How long active? \_\_\_\_\_ Average monthly balance \$ \_\_\_\_\_

Savings acct? Y / N How long active? \_\_\_\_\_ Average monthly balance \$ \_\_\_\_\_

Do you currently have a savings account, line of credit, or charge card sufficient to cover one month's rent? Y / N

**Income History:**

Applicant's current employment status:

Full time:\_\_\_Part-time:\_\_\_Student:\_\_\_Retired:\_\_\_Self-employed:\_\_\_

Unemployed: \_\_\_\_\_ Other:\_\_\_\_\_

**Primary source of employment:**

Employed by:\_\_\_\_\_Supervisor's name:\_\_\_\_\_

Average weekly hours:\_\_\_\_\_How long at this place of employment?\_\_\_\_\_

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

City: \_\_\_\_\_State:\_\_\_\_\_ZIP:\_\_\_\_\_

Supervisor's Phone: \_\_\_\_\_Position:\_\_\_\_\_Salary:\_\_\_\_\_

Pay dates: weekly: \_\_\_\_\_every other week:\_\_\_monthly:\_\_\_\_\_twice a month:\_\_\_\_\_

**Additional Employer:**\_\_\_\_\_Supervisor's name:\_\_\_\_\_

Average weekly hours:\_\_\_\_\_How long at this place of employment?\_\_\_\_\_

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

City: \_\_\_\_\_State:\_\_\_\_\_ZIP:\_\_\_\_\_

Phone: \_\_\_\_\_Position:\_\_\_\_\_Salary:\_\_\_\_\_

Pay dates: weekly: \_\_\_\_\_every other week:\_\_\_\_\_monthly:\_\_\_\_\_twice a month:\_\_\_\_\_

**Additional Income: (optional)**

If there are additional, verifiable sources of income you would like considered, please list income source (e.g., self-employment, social security, benefit payments), and requested information below regarding each source. Applicant may be required to produce additional documentation or provide and sign release statements. Child support, alimony, or separate maintenance need NOT be disclosed unless you desire this additional income to be considered for qualification.

Income type:\_\_\_\_\_ Contact person: \_\_\_\_\_

Phone # to verify: \_\_\_\_\_ Income amount: \$\_\_\_\_\_

How often: weekly: \_\_\_\_\_every other week:\_\_\_\_\_monthly:\_\_\_\_\_twice a month:\_\_\_\_\_

How long have you been receiving income from this source?\_\_\_\_\_

How long do you expect this income to continue?\_\_\_\_\_

Is there any reason it would stop?\_\_\_\_\_

**Expenses: (including Credit Cards, Car Loans, department store cards , gas cards, student loans)**

Fill this section out completely. Mark N/A if not applicable. Attach additional pages if necessary.

|                                  | <b>Creditor</b> | <b>Total Amt Owed</b> | <b>Monthly Pmts</b> | <b>Pmts Current?</b> |
|----------------------------------|-----------------|-----------------------|---------------------|----------------------|
| <b>Credit Cards</b>              |                 |                       |                     |                      |
|                                  |                 | \$                    | \$                  | Y / N                |
|                                  |                 | \$                    | \$                  | Y / N                |
|                                  |                 | \$                    | \$                  | Y / N                |
| <b>Car and Installment Loans</b> |                 |                       |                     |                      |
|                                  |                 | \$                    | \$                  | Y / N                |
|                                  |                 | \$                    | \$                  | Y / N                |
|                                  |                 | \$                    | \$                  | Y / N                |
| <b>Medical Bills</b>             |                 |                       |                     |                      |
|                                  |                 | \$                    | \$                  | Y / N                |
|                                  |                 | \$                    | \$                  | Y / N                |
|                                  |                 | \$                    | \$                  | Y / N                |
| <b>Insurance</b>                 |                 |                       |                     |                      |
| Health                           |                 | \$                    | \$                  | Y / N                |
| Life                             |                 | \$                    | \$                  | Y / N                |
| Car                              |                 | \$                    | \$                  | Y / N                |
| Other                            |                 | \$                    | \$                  | Y / N                |
| <b>Bills</b>                     |                 |                       |                     |                      |
| Cable/Sat. TV                    |                 | \$                    | \$                  | Y / N                |
| Cell Phones                      |                 | \$                    | \$                  | Y / N                |
| Other                            |                 | \$                    | \$                  | Y / N                |
|                                  |                 | \$                    | \$                  | Y / N                |

**Residence History:**

Have you ever broken a lease? Y / N      Ever filed for bankruptcy? Y / N

Have you ever refused to pay rent for any reason? Y / N

Have you ever been evicted or asked to leave a rental unit? Y / N

Current street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP \_\_\_\_\_

Dates lived at this address? \_\_\_\_\_ Monthly payment \_\_\_\_\_

Do you: Own: \_\_\_\_\_ Rent: \_\_\_\_\_ Occupy: \_\_\_\_\_

Is your rent/mtg. current? Y / N Number of late payments \_\_\_\_\_

Name of present landlord/owner/mortgage company: \_\_\_\_\_

Current landlord's phone: \_\_\_\_\_

Do you expect your full security deposit to be returned? Y / N

If no, please explain \_\_\_\_\_  
One thing you like about your current residence? \_\_\_\_\_  
Reason for moving: \_\_\_\_\_

**Most recent previous street address:** \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP \_\_\_\_\_  
Dates lived at this address? \_\_\_\_\_ Monthly payment \_\_\_\_\_  
Number of late payments \_\_\_\_\_  
Name of previous landlord/owner/mortgage company: \_\_\_\_\_  
Previous landlord's phone \_\_\_\_\_  
Did you get your full security deposit returned? Y / N  
If no, please explain \_\_\_\_\_  
Reason for moving: \_\_\_\_\_

**Next previous street address:** \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP \_\_\_\_\_  
Dates lived at this address? \_\_\_\_\_ Monthly payment \_\_\_\_\_  
Number of late payments \_\_\_\_\_  
Name of previous landlord/owner/mortgage company: \_\_\_\_\_  
Previous landlord's phone \_\_\_\_\_  
Did you get your full security deposit returned? Y / N  
If no, please explain \_\_\_\_\_  
Reason for moving: \_\_\_\_\_

**Contacts:**

In the event of some emergency that would prevent you from paying rent when due, is there a relative, person, or agency that could assist you with rent payments?

1st emergency contact: \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Phone \_\_\_\_\_ email \_\_\_\_\_

**Personal/Professional References:**

Character/personal reference:  
Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Relationship? \_\_\_\_\_ How long known? \_\_\_\_\_

Professional reference (e.g., attorney, accountant):  
Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Relationship? \_\_\_\_\_ How long known? \_\_\_\_\_

**Thank you!**

Thank you for completing an application to rent from us. Please sign below. Please note that a completed application requires submission of the following, which will be copied and attached to this application:

- \_\_\_\_\_ Driver's license or picture ID. Note: Rentals will not be shown without picture ID.
- \_\_\_\_\_ Personal check (to verify bank)
- \_\_\_\_\_ 2 weeks of most current pay stubs of each income source listed (if requested)
- \_\_\_\_\_ If self-employed, most current Schedule C tax return and proof of current income (if requested)

By signing below, applicant hereby represents all information on this application is true, complete, and hereby authorizes annual verification of information, references, and credit history for continual rental consideration or for collection purposes should that become necessary. This fee is non-refundable. Applicant acknowledges this application will become part of the lease agreement when approved. If any information is found to be incorrect, the application may be rejected and any subsequent rental agreement may become void. False and misleading statements may be sufficient reason for immediate eviction and loss of security deposit

**Free Upgrade Bonus**

Final note: Our company offers a free upgrade for residents who recommend friends, relatives, or coworkers to us and they meet our minimum criteria and decide to rent from us or be placed on our priority waiting list. If your application is accepted, you may be able to qualify for a free upgrade in your new residence. Please give the name of a friend, relative, or coworker along with a phone number and we will contact them to see if they too would like to apply and rent one of our homes. The following person(s) may be interested in renting a home:

\_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CONSENT TO PERFORM CREDIT, BACKGROUND & REFERENCE CHECKS  
AND RELEASE OF INFORMATION**

I, \_\_\_\_\_, (rental applicant),  
authorize and permit Move Up Homes, LLC, (rental manager) to perform  
background checks and obtain information about me from credit reporting sources, current  
and previous landlords, personal and professional references, employers, banks and law  
enforcement agencies.

I also authorize and give permission for all parties listed to disclose any information  
requested about me to the rental owner or manager stated above.

I further authorize and permit the rental owner or manager to obtain updated information  
annually and on future occasions for rental renewal consideration and for collection  
purposes should that be deemed necessary.

In addition, I authorize said rental management company to release information about my  
status as a resident to agencies that inquire, including but not limited to: landlords, credit  
companies, financial institutions, and places of employment.

Thanks to all parties for your cooperation with this matter.

Rental Applicant (signature) \_\_\_\_\_

Date \_\_\_\_\_ Phone \_\_\_\_\_

Social Security Number \_\_\_\_\_

## **Acceptable Payment Methods**

We do not accept cash under any circumstances.

### Paying the Application Fee

We do not accept checks, money orders, or cashier checks for payment of the Application Fee under any circumstances.

We accept payment of the application fee in the following three ways:

1. \*Preferred method\*  
The ZellePay system is supported by major banks in the US. It goes by different names depending on the bank you work with. At Chase, it is called QuickPay with Zelle. To find out if your bank or credit union supports Zelle, go to <https://www.zellepay.com>  
  
Submit payment to [moveuphomes@comcast.net](mailto:moveuphomes@comcast.net).
2. Venmo – the phone number for payment is: 719-339-2238
3. Apple Pay – submit payment to Eric Paulson at phone number 719-339-2238.

### Paying Rent and Security Deposit

We accept payment of the rent and security deposit in the following three ways:

We will accept checks, money orders, or cashier checks for payment of these amounts with an additional \$20 processing fee.

1. \*Preferred method\*  
The ZellePay system is supported by major banks in the US. It goes by different names depending on the bank you work with. At Chase, it is called QuickPay with Zelle. To find out if your bank or credit union supports Zelle, go to <https://www.zellepay.com>  
  
Submit payment to [moveuphomes@comcast.net](mailto:moveuphomes@comcast.net).
2. If your bank doesn't support Zelle, we have an alternative online payment provider.
3. We will accept checks, money orders, or cashier checks for payment of these amounts with an additional \$20 processing fee.