

# APPLICATION TO RENT

Email to [bruce@woodward-realty.com](mailto:bruce@woodward-realty.com) or jpg to 574-551-1133

## APPLICANT'S PERSONAL CREDIT HISTORY

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<b>NAME</b>	<b>Birth date</b>	<b>SS#</b>
<b>Co-tenant</b>	<b>Birth date</b>	<b>SS#</b>
<b>Number of Children (or other occupants)</b>	<b>Number &amp; Kind of Pets</b>	
<b>Cell Phone #</b>	<b>Personal Email address</b>	

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<b>CURRENT ADDRESS</b>	<b>City</b>	<b>State</b>
<b>How long lived here?</b>	<b>Monthly Rent</b>	<b>Zip</b>
<b>Why are you moving?</b>		

<b>Landlord</b>	<b>Address</b>	<b>Phone #</b>
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<b>Previous Address</b>	<b>How Long?</b>	<b>Date Left</b>
<b>City, Zip</b>	<b>Why did you move?</b>	

<b>Landlord</b>	<b>Address</b>	<b>Phone #</b>
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<b>EMPLOYER:</b>	<b>How long?</b>	<b>Monthly Gross Income</b>
<b>Superior</b>	<b>Work Phone</b>	
<b>Co-applicant's Employer</b>	<b>How Long?</b>	<b>Monthly Gross Income</b>
<b>Superior</b>	<b>Work Phone</b>	

If less than one year with current employer, complete the following:

<b>Previous Employer</b>	<b>How Long?</b>	<b>Date Left</b>
<b>Superior's Name &amp; Phone #</b>		<b>Reason Left?</b>

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<b>Car Make</b>	<b>Model</b>	<b>Year</b>	<b>Color</b>	<b>Mthly Pymt</b>
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### REFERENCES

<b>Bank</b>	<b>How Long?</b>	<b>Checking Acc't? Y / N</b>	<b>Savings Acc't Y / N</b>
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**Personal References (Have known you for at least three years, not family)**

<b>1.</b>	<b>Address</b>	<b>Phone #</b>
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<b>2.</b>	<b>Address</b>	<b>Phone #</b>
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<b>In case of emergency, notify</b>	<b>Name</b>	<b>Phone #</b>
	<b>Address</b>	
	<b>City/State/Zip</b>	<b>Relationship</b>

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Have you ever filed bankruptcy? Yes / No Date Discharged

Have you ever been evicted from a tenancy? Yes / No Where/When

I declare the foregoing to be true under the penalty of perjury, and I agree that may terminate any agreement entered into in reliance on any misstatements made above.

I/(We) give Woodward Realty & Insurance, Inc. (WR&I) authorization to check (my) (our) credit history. I/(We) also understand that any information obtained through such credit check will be held in the strictest confidence by the personel of WR&I. Rejection of Application may result as defined on reverse side of this application.

**DISCLOSURE:** Woodward Realty & Insurance, Inc. is an agent for the owners of the property (LESSORS) for which this application is being filed for, and owe duties of trust, loyalty, confidentiality, fiduciality, and disclosure to the owners. WR&I is compensated by the Lessor through a percentage or flat sum of the rents paid by Lessees. By signing below you acknowledge this disclosure.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant's Signature

\_\_\_\_\_  
Date

## APPLICATION POLICY

Woodward Property Management has the right to accept or reject applications at their discretion using the following guidelines:

1. Application is not filled out completely.
2. Unsatisfactory credit report consisting of two (2) or more unpaid collections; paid or unpaid collections/judgments from former landlords; unpaid collections from utility companies; one (1) or more judgments; more than two (2) revolving or installment payment with a rating of three (3) or above. No credit history or very minimal credit history.
3. Unsatisfactory rental references. Previous eviction automatic reason for denial.
4. No rental references. (References from family members are unacceptable.)
5. Applicant is not employed. If employed, must have at least four (4) weeks on present job and at least six (6) months on previous job. If self employed, applicant must submit previous year's tax return.
6. Income doesn't meet minimum financial requirement: Rent cannot exceed 25% of Gross Income.
7. Information on application is falsified.
8. Using an incorrect or falsified social security number.
9. Applicant has pet and premises does not allow pet.
10. Applicant smokes and premises are non-smoking premises.
11. Number of people exceeds maximum occupancy limit per local housing codes.
12. Any statements made by applicant which could be considered to be deceiving in order to gain residency.



We Do Business in Accordance With the Federal Fair Housing Law  
(The Fair Housing Amendments Act of 1988)

**It is Illegal to Discriminate Against Any Person Because of Race, Color, Religion, Sex, Handicap, Familial Status, or National Origin**