



# BENCHMARK COMMUNITIES

## Rental Application

For Office Use Only	
Date _____	
Property _____	
Apt. No. _____	Rent \$ _____
Agent _____	

Please complete all requested information on the front and back of this form. Thank you for your interest in our apartments.

Date of Application _____	Desired Date of Occupancy _____
Type and Size of Apartment Wanted (No. of Bedrooms, etc.) _____	

### PERSONAL INFORMATION

APPLICANT'S FULL NAME \_\_\_\_\_ Date of Birth \_\_\_\_\_

Social Security No. \_\_\_\_\_ Driver's License No./State \_\_\_\_\_

CO-APPLICANT'S FULL NAME \_\_\_\_\_ Date of Birth \_\_\_\_\_

Social Security No. \_\_\_\_\_ Driver's License No./State \_\_\_\_\_

Full Names of All Other Residents:	Relationship to You	Date of Birth

How Many Pets Do You or Other Occupants Own? \_\_\_\_\_

Kind of Pet, Breed, Weight and Age \_\_\_\_\_

How Did You Hear About Our Property? \_\_\_\_\_

### RESIDENCE HISTORY

PRESENT ADDRESS \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Present Telephone \_\_\_\_\_ Dates From: \_\_\_\_\_ To: \_\_\_\_\_  
 Present Landlord or Mortgage Co. \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Monthly Payment \$ \_\_\_\_\_ Reason for Moving \_\_\_\_\_

PREVIOUS ADDRESS \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Dates From: \_\_\_\_\_ To: \_\_\_\_\_  
 Previous Landlord or Mortgage Co. \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Monthly Payment \$ \_\_\_\_\_ Reason for Moving \_\_\_\_\_

**EMPLOYMENT INFORMATION**

PRESENT EMPLOYER \_\_\_\_\_ Dates From: \_\_\_\_\_ To: \_\_\_\_\_  
Employer's Address \_\_\_\_\_ Telephone: \_\_\_\_\_  
Position \_\_\_\_\_ Supervisor \_\_\_\_\_ Gross Monthly Salary \$ \_\_\_\_\_

PREVIOUS EMPLOYER \_\_\_\_\_ Dates From: \_\_\_\_\_ To: \_\_\_\_\_  
Employer's Address \_\_\_\_\_ Telephone: \_\_\_\_\_  
Position \_\_\_\_\_ Supervisor \_\_\_\_\_

CO-APPLICANT'S EMPLOYER \_\_\_\_\_ Dates From: \_\_\_\_\_ To: \_\_\_\_\_  
Employer's Address \_\_\_\_\_ Telephone: \_\_\_\_\_  
Position \_\_\_\_\_ Supervisor \_\_\_\_\_ Gross Monthly Salary \$ \_\_\_\_\_

**OTHER INFORMATION**

TOTAL NUMBER OF VEHICLES (Including Company Vehicles) \_\_\_\_\_  
Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No./State \_\_\_\_\_  
Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No./State \_\_\_\_\_  
Other Car, Motorcycle, etc. \_\_\_\_\_

Total Gross Monthly Household Income \$ \_\_\_\_\_

If there are other sources of income you would like us to consider, please list income, source and person (Banker, Employer, etc.) who we could contact for confirmation. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.

Amount \$ \_\_\_\_\_ Per \_\_\_\_\_ Source \_\_\_\_\_ Telephone \_\_\_\_\_  
Amount \$ \_\_\_\_\_ Per \_\_\_\_\_ Source \_\_\_\_\_ Telephone \_\_\_\_\_  
Comments: \_\_\_\_\_

HAVE YOU OR CO-APPLICANT EVER: *Been sued for non-payment of rent?*  Yes  No  
*Been evicted or asked to move out?*  Yes  No *Broken a Rental Agreement or Lease?*  Yes  No  
*Been sued for damage to rental property?*  Yes  No *Declared Bankruptcy?*  Yes  No  
*Been convicted of a crime, had an adjudication withheld, entered into a pretrial intervention program, or are criminal charges currently pending against you?*  Yes  No

In case of Personal Emergency, Notify: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Address \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

*I hereby make application for an apartment and certify that this information is correct. I authorize you to contact any references that I have listed. I also authorize you to perform a criminal background check and obtain my consumer credit report from your credit reporting agency, which will appear as an inquiry on my file. I am depositing herewith the sum of \$ \_\_\_\_\_ as a non-refundable credit application fee. In addition, I am depositing \$ \_\_\_\_\_ as a holding deposit. If I fail or refuse apartment tendered for any reason after \_\_\_\_\_ hours, the Lessor shall retain said deposit to cover the cost of taking and processing the application. In the event this application is disapproved, deposit will be returned to me.*

APPLICANT'S SIGNATURE \_\_\_\_\_  
CO-APPLICANT \_\_\_\_\_  
DATE SIGNED \_\_\_\_\_

**FOR OFFICE USE ONLY – DO NOT WRITE BELOW**

Date Application Received \_\_\_\_\_ Received By \_\_\_\_\_

Manager Signature \_\_\_\_\_ Approved \_\_\_\_\_ Declined \_\_\_\_\_



## Benchmark Communities

For Credit, Criminal Background Authorization/Release and All Other  
Related Information

I hereby consent to allow **The Benchmark Group**, through its designated agents and its employees, to obtain and verify my credit, criminal and all related information for the purpose of determining whether or not to lease to me an apartment.

I understand that should I lease an apartment, **The Benchmark Group**, and its agents, shall have a continuing right to review my credit information, rental application, criminal information, payment history, occupancy history, as well as all other related information for account review purposes and for improving application methods.

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Applicant Signature

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Date

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Co-Applicant Signature

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Date