



RENTAL APPLICATION APPROVAL CRITERIA

*The following are highlights of what we will use to consider your rental application.
Please read it carefully and sign where indicated.*

Application Requirements

Every adult (anyone over the age of 18) living in the house must submit a fully completed, dated and signed rental application and fee. Applicant must provide state issued photo identification card or a driver's license. A **non-refundable application fee of \$35.00** will be required for all adult(s) living in the property.

Total Household Income

We will verify your income. Applicants must have a combined gross income of at least three times the monthly rent. Self-employed applicants may be required to produce tax returns and/or bank statements. Non-employed applicants must provide proof of income. We reserve the right to require a co-signer.

Credit Reporting

We will obtain your credit report(s). Credit history must demonstrate appropriate care and concern for all financial obligations. Our policy is to report all debts to credit reporting agencies. Applicant is able to obtain utility services (DP&L and Vectren)

Rental History

We will contact your previous landlord(s). Rental history must reflect timely payment of rent, no complaints regarding noise, disturbance or illegal activities, proper notice to vacate, and only normal "wear & tear" to the property upon vacating. No evictions or owing debt to landlords within the last 5 years.

Criminal History

We will search criminal records. These records must show:

- ✓ No Felony convictions.
- ✓ No Misdemeanor convictions within 2 years.
- ✓ No sexual offenses ever.

Pet Policy

- ❖ No pets of any kind are permitted without specific written permission of landlord. No dogs are permitted.
- ❖ Properly identified, trained, and managed pets may be allowed in certain properties. Additional rent and/or deposits will apply.

Occupancy Requirements

The number of occupants must be in compliance with general HUD standards and guidelines for the applied for unit.

- ❖ No more than 2 persons may occupy a 1 bedroom dwelling,
- ❖ No more than 4 persons may occupy a 2 bedroom dwelling,

No subletting or boarding is permitted without specific written permission of landlord.

Copy of Lease

You are entitled to an advanced copy of the lease which will be executed if your rental application is approved.

No Verbal Agreements

Any agreements must be in writing and signed by both parties.

By signing below, I indicate that I have read and agree to the rental agreements.

_____/____/____
Applicant

Date

_____/____/____
Landlord

Date



**ROSCOMMON PLACE AND WILMINGTON HOUSE
DAYTON, OH 45420**

RESIDENT APPLICATION

One person only per application

APPLICANT NAME _____ Sex ____ Marital Status _____

Date of Birth ____/____/____ SSN _____--____--____

Drivers License _____ State _____

Telephone Number _____

E-Mail _____

RESIDENT HISTORY:

PRESENT ADDRESS _____

City _____ State ____ ZIP _____ Move In ____/____/____ Moved Out ____/____/____

Landlord _____ Phone _____ Reason for move? _____

Number of late payments at this address? _____ Monthly rent? _____

Security deposit currently held by landlord? _____

Have you had any reoccurring problems with your current home or landlord? _____

PREVIOUS ADDRESS _____

City _____ State ____ ZIP _____ Move In ____/____/____ Moved Out ____/____/____

Landlord _____ Phone _____ Reason for move? _____

Was your full security deposit returned? _____ Number of late payments _____ Monthly rent? _____

INCOME/EMPLOYMENT HISTORY:

PRESENT EMPLOYER _____

Occupation _____ Supervisor _____ Phone _____

Start Date: _____ Student: _____

Full time: _____ Part-time (less than 32 hrs):

Retired: _____ Self-employed: _____ Unemployed:

Position _____ Average weekly hours: _____

Gross Monthly Income: \$ _____

PREVIOUS EMPLOYER _____

Occupation _____ Supervisor _____ Phone _____

How long employed _____ Gross Monthly Income: _____

ALSO EMPLOYED

BY: _____

Occupation _____ Supervisor _____ Phone _____

How long employed _____ Gross Monthly Income: _____

ADDITIONAL INCOME:

ADDITIONAL INCOME: (verifiable sources of income that you would like considered, please list income and source.)

Additional source: _____

Amount monthly: \$ _____ Contact person: _____

How long have you been receiving this income? _____

How long do you expect income to continue? _____

PERSONAL HISTORY: (must be truthful)

Have you ever had an eviction filed against you? Yes No

Have you ever broken a rental or lease agreement? Yes No

Have you been asked to move out by a Landlord? Yes No

Have you filed or declared bankruptcy? Yes No

Have you lost property due to a foreclosure? Yes No

Have you had any credit problems? Yes No

Have you or any occupants ever been arrested for, convicted of, put on probation for, had adjudication withheld or deferred for a misdemeanor or felony offence? Yes No

Do you or any occupants consume tobacco products of any kind? Yes No

LIST ALL PERSONS TO OCCUPY THE PREMISES.

(ONLY THESE PERSONS WILL BE PERMITTED IN THE RESIDENCE)

Name _____ Age ____ Relationship _____

Name _____ Age ____ Relationship _____

LIST ALL VEHICLES TO BE PRESENT ON THE PREMISES

(ONLY THESE WILL BE PERMITTED)

AUTOS

Make _____ Model _____ Color _____ Year ____ Tag No _____

Make _____ Model _____ Color _____ Year ____ Tag No _____

BANKING REFERENCE

Do you have a checking account? ____ Savings Account? _____ Credit Card/Type _____

Bank Name _____ Phone _____

Part of our verification process is to request a credit report which is provided by National Tenant Network.

Is there any negative we may find when we run a credit or criminal background check? _____

PERSONAL REFERENCES – IN CASE OF EMERGENCY

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____

Any other information that you would like to share with RP&WH Apartments pertaining to your application for rental agreement _____

Applicant represents that all of the statements and representations are true and complete, and hereby, authorizes verification of the above information, references and credit records. Applicant understands that an investigative consumer report including information about character, credit history, general reputation, personal characteristics, mode of living, and all public record information including criminal records will be made presently or anytime during the relationship with RP&WH Apartments. Applicant agrees that false, misleading or misrepresented information may result in the application being rejected, will void a lease/rental agreement if any and/or be grounds for immediate eviction with loss of all deposits and any other penalties as provided by the lease terms if any. Applicant authorizes verification of all information by the Management Company now and in the future. Applicant has the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation. **NON REFUNDABLE APPLICATION FEE--Applicant(s) has paid to Management Company herewith the sum of \$35.00 as a NONREUNDABLE APPLICATION FEE for costs, expenses and fees in processing the application.**

This application is preliminary only, in no way implies that a particular rental unit shall be available and in no way obligates Management to execute a lease or deliver possession of the proposed premises.

_____	_____ / _____ / _____
Applicant	Date
_____	_____ / _____ / _____
Management	Date