

# Professional Management Group Lease Application

A \$25.00 (for singles) or \$35.00 (for married couples) non-refundable application fee is required for investigation.

Instructions: A separate application must be filled out by each applicant (even if married). Completely fill out each blank and sign where indicated.

DISCLOSURE: Professional Management Group, Inc. (PMG) represents many properties. PMG is the agent for the Owner and is paid by the Owner. Any information given by the Renter is shared with the Owner. First month's rent, plus security deposit (equal to one full month rent), is required in advance. \*Pets are not allowed unless approved by the Owner with an extra amount to be added to the security deposit.

**PLEASE PRINT CLEARLY!**

## PERSONAL

APPLICANT: \_\_\_\_\_

CELL PHONE: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

MARTIAL STATUS:  Single  Married (date) \_\_\_\_/\_\_\_\_/\_\_\_\_  Divorced (date) \_\_\_\_/\_\_\_\_/\_\_\_\_ Former Spouse \_\_\_\_\_

BIRTH DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ SS# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DRIVERS LICENSE: State Issued By: \_\_\_\_\_ # \_\_\_\_\_

## ADDRESSES

Present Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_ Since \_\_\_\_\_ Rent/ Month \$ \_\_\_\_\_ Home Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Present Landlord \_\_\_\_\_ Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Is present rent up to date?  Yes  No Had you given notice?  Yes  No Had you been asked to leave?  Yes  No

Previous Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_ Since \_\_\_\_\_ Rent/ Month \$ \_\_\_\_\_

Previous Landlord \_\_\_\_\_ Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Is present rent up to date?  Yes  No Had you given notice?  Yes  No Had you been asked to leave?  Yes  No

Next Previous Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_ Since \_\_\_\_\_ Rent/ Month \$ \_\_\_\_\_

Next Previous Landlord \_\_\_\_\_ Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Is present rent up to date?  Yes  No Had you given notice?  Yes  No Had you been asked to leave?  Yes  No

## OCCUPANTS

Number to Occupy Rental Unit \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ BIRTH DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ BIRTH DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ BIRTH DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ BIRTH DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

\*Pets:  Yes  No If YES, please provide the following for each:

Type (Cat, Dog, etc.): \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_

Type (Cat, Dog, etc.): \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_

## VEHICLES

Vehicle #1 Make, Model & Color \_\_\_\_\_ State: \_\_\_\_\_ License Plate # \_\_\_\_\_ Lien Holder \_\_\_\_\_

Vehicle #2 Make, Model & Color \_\_\_\_\_ State: \_\_\_\_\_ License Plate # \_\_\_\_\_ Lien Holder \_\_\_\_\_

Vehicle #3 Make, Model & Color \_\_\_\_\_ State: \_\_\_\_\_ License Plate # \_\_\_\_\_ Lien Holder \_\_\_\_\_

**EMPLOYMENT**

EMPLOYER _____ Hire Date ____/____/____	PREVIOUS EMPLOYER _____ Hire Date ____/____/____
Street/City _____	Street/City _____
Job Duties _____ Hrs _____	Job Duties _____ Hrs _____
Supervisor _____ Phone (____) _____ - _____	Supervisor _____ Phone (____) _____ - _____

**INCOME**

Current Income \$ \_\_\_\_\_ Weekly / Bi-weekly / Monthly / Yearly Source \_\_\_\_\_  
(circle one)

Current Income \$ \_\_\_\_\_ Weekly / Bi-weekly / Monthly / Yearly Source \_\_\_\_\_

Current Income \$ \_\_\_\_\_ Weekly / Bi-weekly / Monthly / Yearly Source \_\_\_\_\_

Bank/Credit Union: \_\_\_\_\_ Account # \_\_\_\_\_

Bank/Credit Union: \_\_\_\_\_ Account # \_\_\_\_\_

**REFERENCES / EMERGENCY CONTACT**

Relative's Name _____ Relationship _____	Non-Relative's Name _____ Relationship _____
Street/City/State/Zip _____	Street/City/State/Zip _____
Phone (____) _____ - _____	Phone (____) _____ - _____

**EMERGENCY CONTACT:** Name \_\_\_\_\_ Relationship: \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Work Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Explain any following "YES" answers on a separate sheet of paper with names and details:

Has any occupant ever been sued for bills? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has any occupant ever been sued for eviction? <input type="checkbox"/> Yes <input type="checkbox"/> No
Has any occupant ever been bankrupt? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has any occupant ever been guilty of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No
Has any occupant ever broken a lease? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is the total move-in amount available now (rent & deposit)? <input type="checkbox"/> Yes <input type="checkbox"/> No

Utilities are now billed under the following:

Name: \_\_\_\_\_ Account # \_\_\_\_\_

Applicant authorizes PMG to contact past and present landlords, employers, creditors, credit bureau, neighbors and any other sources deemed necessary to investigate applicant.

All information is true, accurate and complete to the best of applicant's knowledge. PMG reserves the right to disqualify tenant if information is not as represented.

**ANY PERSON OR FIRM IS AUTHORIZED TO RELEASE INFORMATION ABOUT THE UNDERSIGNED UPON PRESENTATION OF THIS FORM, OR A PHOTOCOPY OF THIS FORM, AT ANY TIME.**

X \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_  
APPLICANT'S SIGNATURE

*If you have a question about the interpretation or legality of this form, please consult an attorney or other qualified person.*