

SPECTRUM SERVICES - RENTAL APPLICATION

Unit:	Rent:	Deposit: Unit-	Pet-	Move-In Date:
Applicant Information				\$ 30 Application Fee
Name:			Date of birth:	
DL# :	State:	SSN:	(H) Phone:	
(C) Phone:		(W) Phone:	Other:	
Email address:			Maiden name:	
Marital status:		Number of occupants:	Children under 18:	
Number of pets:		Description:	Weight:	
Current address:		Owner/ Manager:	Phone Number:	
City:		State:	ZIP:	
Own	Rent	(Please circle)	Monthly payment or rent:	How long?
Previous address:		Owner/ Manager:	Phone:	
City:		State:	ZIP:	
Owned	Rented	(Please circle)	Monthly payment or rent:	How long?
Have you ever been convicted of a crime?			If yes, please explain:	
Have you ever been evicted or asked to leave a property?			If yes, please explain:	
Employment Information				
Current employer:				
Employer address:			How long?	
City:		State:	Zip:	
HR/ Phone:		Contact:	Email or Fax:	
Position:		Hourly	Salary	(Please circle)
Previous employer:				
Position:		Hourly	Salary	(Please circle)
HR/ Phone:		Contact:	How long?	
Emergency Contact				
Name of a person not residing with you:			Relationship:	
Address:				
Phone:		City:	State:	Zip:
Co-applicant Information, if Married				
Name:			Date of birth:	
DL #:	State:	SSN:	(C) Phone:	
(W) Phone:		Other:	Maiden name:	
E-mail address:				
Co-applicant Employment Information				
Current employer:				
Employer address:			How long?	
City:		State:	Zip:	
HR/ Phone:		Contact:	Email or fax:	
Position:		Hourly	Salary	(Please circle)
Signature				
<p>I/We certify that the information given herein is complete, true and correct. Owner or his agent is hereby authorized to verify the accuracy and correctness of these statements, to communicate with my/ our employer and creditors and to procure such other information which owner or agent may require to evaluate this application. This application must be signed before it can be processed. Any false information will constitute grounds for denial of application. If applicant fails to execute a rental agreement or refuses to occupy premises on agreed upon date, landlord shall retain all monies given as liquidated charges. If applicant is not approved.; all monies given, less application fee, shall be returned.</p>				
Signature of applicant:			Date:	
Signature of applicant:			Date:	



Statement of Rental Policy

It is Spectrum Services’s policy to offer equal housing for all people regardless of race, color, religion, sex, national origin, handicap status, familial status, or any other state or locally protected classifications.

Applicants for rental homes will be accepted on a first come, first serve basis and are subject to the availability of the particular home requested. “Available” units include those for which we have notice that an existing resident intends to vacate on or about a certain date. Circumstances not necessarily under management’s control may delay the date of availability of a unit which management may believe would be ready for a new resident. Whether a particular unit is available can vary significantly within several hours or days.

To be considered for approval, all adults must fully complete a rental application. Any omissions, errors or falsifications may result in denial of an application or terminate the right to occupy the apartment. All applicants must be 18 years of age or older. People with a joint credit record may complete one application or apply for credit separately.

All applications are subject to approval through an outside Application Processing Agency. The approval process is based on a review of the following criteria:

Income: Household income must be equal to three times the monthly rent.

Employment: Applicant must be employed or provide proof of income. Each applicant must provide written proof of income such as check stubs (TWO (2) MOST RECENT REQUIRED), offer letter, most recent year’s tax record or three most recent bank account statements within 72 hours of completing an application. Attending school will be accepted as an alternative to being employed but applicant must still meet criteria with regards to income and credit.

Resident History: Any applicant showing a rental debt or eviction will be automatically declined.

Credit: A complete credit history from a credit bureau is required. An acceptable accounts payable history, debt to income history, and FICO score is required.

Check Writing History: Check writing history will be reviewed for each applicant. An applicant who has a negative check writing history, if otherwise approved, may be required to make payments in the form of Money Order or Cashier’s Check.

Pets: Pets are limited by size and breed. There is a limit of two pets per home. A pet deposit is required for all pets in the home.

Occupancy: Listed below is the maximum number of occupants and vehicles per unit:

One Bedroom	2 occupants*/2 vehicles	Two Bedroom/One Bath	4 occupants*/2vehicles
One Bedroom	2 occupants*/2 vehicles	Two Bedroom/Two Bath	4 occupants*/2 vehicles
One Bedroom/Den	4 occupants*/2 vehicles	Three Bedroom	6 occupants*/3 vehicles

* People over the age of two years old will be included in the occupancy number for the unit.

Criminal: No felony convictions and/or convictions regarding a sex-related crime.

Please ask our representative any questions you have regarding the Statement of Rental Policy.

Applicant Signature *Date*

Spectrum Services Signature *Date*