

COLUMBUS REALTY COMPANY

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Columbus, Ohio 43212
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RESIDENTIAL RENTAL APPLICATION **NON-REFUNDABLE REQUIRED FEE: \$50.00**

The landlord or his agency agrees to keep all information provided by the tenant confidential.
This information will be used only to screen prospective tenants.

Unit Address _____ Rent \$ _____ Desired Move-in Date _____

Name: _____ SS#: _____ Date of Birth: ____/____/____

DL#: _____ State: _____ Email Address: _____

Present Address: _____ City: _____ State: _____ Zip: _____ How Long: _____

Home Phone # : _____ Work Phone # : _____ Mobile Phone #: _____

Owner: _____ Owner's Phone # : _____

Previous Address: _____ City: _____ State: _____ Zip: _____ How Long: _____

Owner: _____ Owner's Phone #: _____

Present Employer: _____ How Long: _____

Employer's Address: _____ City: _____ State: _____ Zip: _____

Position: _____ Salary: _____ Supervisor: _____ Phone #: _____

Previous Employer: _____ How Long: _____

Employer's Address: _____ City: _____ State: _____ Zip: _____

Position: _____ Salary: _____ Supervisor: _____ Phone #: _____

Other Occupants of Rental:

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

References:

Bank: _____ Type of Account: _____

Bank: _____ Type of Account: _____

Automobile Information:

Make: _____ Model: _____ Year: _____ Color: _____

***Pet Information:**

Type: _____ Describe: _____

***Please note that there is a \$200 pet deposit for each pet and an additional \$25/month. The deposit is refundable.
(Application is continued on next page →)**

Do you have any outstanding judgements against you? YES NO

In the last 7 years, have you filed or been declared bankrupt? YES NO

Have you ever been convicted of a felony or misdemeanor? YES NO

If yes, please explain. _____

Have you ever been evicted or forced to move from a rental property? YES NO

If yes, please explain. _____

In Case of Emergency Notify:

Name: _____ Relationship: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone #: _____

I understand and agree that if this offer to lease is accepted, a holding fee equal to one month's rent (unless agreed upon otherwise in writing) is due. The property applied for cannot be held for the applicant until the entire holding fee is paid. After the holding fee is paid, should the applicant decide not to rent the premises the holding fee will be forfeited to the property owner. Once the applicant signs a lease and takes occupancy, the holding fee shall be held as a security deposit pursuant to the lease.

AUTHORIZATION TO VERIFY ABOVE INFORMATION

IMPORTANT! PLEASE READ:

I hereby authorize the landlord or his authorized agent to verify the above information and references, including but not limited to obtaining a credit report, criminal and civil history, rental history verification, and employment/income verification. I also agree that all information pertaining to my rental record can be released for future verification. I represent that the information I provided in this application is true to the best of my knowledge. I acknowledge receipt of a copy of this application.

Signature of Applicant: _____ **Date:** _____

IF SUBMITTED ONLINE AND UNABLE TO PROVIDE SIGNATURE PLEASE COMPLETE THE FOLLOWING:

I hereby understand that this application was submitted online and that my typed full name serves an identical purpose as my hand-written signature.

Full Name of Applicant:

Date:

NOTE: WE WILL NOT RUN YOUR APPLICATION UNTIL ALL FEES ARE COLLECTED!
PAYMENTS MUST BE MADE BY CHECK OR MONEY ORDER **ONLY!**

FOR OFFICE USE ONLY: Application Fee Collected YES NO Date Collected ____/____/____