

# Complete Screening Agency, LLC Tenant Application

"Find The Truth"

<b>Complex/Agent to Complete:</b>		<b>Agent Name:</b>	
<b>Property Address:</b>		<b>Scheduled</b>	<b>Move-In Date:</b>
<b>Amount of Deposits: \$</b>	<b>Security \$</b>	<b>Pet - \$</b>	
<b>Amount of Fees:</b>	<b>Application \$35.00</b>	<b>Pet - \$</b>	
<b>Monthly Rent: \$</b>			
<b>Number of Units Available:</b>			
<b>Applicant Number:</b>		<b>Date &amp; Time:</b>	
<b>Examined &amp; Copied Picture ID?</b>	<input type="radio"/> yes <input type="radio"/> no	<b>Government Issue Only:</b>	

<b>Name:</b>			
<b>Address:</b>			
<b>State/Province:</b>			
<b>Zip/Postal Code:</b>			
<b>SS Number:</b>			
<b>Date of Birth:</b>			
<b>Drivers License #</b>		<b>State of Issue:</b>	
<b>Home Phone:</b>			
<b>Cell Phone:</b>		<b>Email Address:</b>	

## Current Residential Reference(s) (list up to 2)

**1.** Please provide as much information as possible as this will lead to a quicker response for your approval.

<b>Name of Complex or Rental Company:</b>			
<b>Name of Manager or Landlord:</b>			
<b>Phone #:</b>			

<b>Dates of Residence:</b>		
<b>From:</b>		<b>To:</b>

<b>Rent Amount: \$\$:</b>	
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<b>Complete Address:</b>	
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<b>Reason for Moving (be specific):</b>	
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<b>List any addition information regarding this rental reference if any:</b>	
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**May we contact your landlord:**  yes  no

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Continue on the next page

## Previous Residential Reference(s) (list up to 2)

2.

Name of Complex or Rental Company:

Name of Manager or Landlord:

Phone #:

Dates of Residence:

From:

To:

Rent Amount: \$\$:

Complete Address:

Reason for Moving (be specific):

List any addition information regarding this rental reference if any:

May we contact this landlord:  yes  no

**Have you ever been evicted?**  yes  no

Note: Any misleading information may will result in an automatic denial with no refund.

## Complete Criminal History

Have you or anyone listed on this application ever committed, plead guilty to, or have a pending case against you?  yes  no

Note this includes *any* criminal activity including misdemeanors. Stating history does not necessarily disqualify you.

If yes, please explain. List the county and date.

Note: Any misleading information may will result in an automatic denial with no refund.

Do you have a drivers license?  yes  no

State of issue:

Have you had any accidents in the past 3 years?  yes  no

How many?

# Current Employment Reference(s) (list up to 2)

**1.** Please provide as much information as possible as this will lead to a quicker response for your approval.

Name of Employer:	
Name of Manager:	
Phone #:	Position:

Dates of Employment:  
From:  To:

Wages/Salary: \$\$:

Complete Address:

Reason for leaving (be specific):

List any addition information regarding this employment reference if any:

May we contact your employer?  yes  no

## Previous Employment Reference:

**2.** Please provide as much information as possible as this will lead to a quicker response for your approval.

Name of Employer:	
Name of Manager:	
Phone #:	Position:

Dates of Employment:  
From:  To:

Wages/Salary: \$\$:

Complete Address:

Reason for leaving (be specific):

List any addition information regarding this employment reference if any:

May we contact your employer?  yes  no

## Please describe your credit history:

Have you declared bankruptcy in the past 7 years?

yes  no

How many?

Have you **ever** evicted from a rental residence?

yes  no

How many?

Have you had two or more late rental payments in the past year?

yes  no

Have you **ever** willfully or intentionally refused to pay rent when due?

yes  no

## Please list 2 references

Name:		
Address:		
Telephone:		
How are they related?		
Name:		
Address:		
Telephone:		
How are they related?		

I understand I have the right to dispute the accuracy of any information provided to the Owner/Agent by a screening service or credit reporting agency. I also have the right to request in writing within 30 days the reason if my application is denied. We require at least three days to complete the application Screening Process. We reserve the right to deny any applicant based on their behavior during the Application interview. If your application is approved you will receive a phone call. If denied you will receive a letter mailed to the current address given on your rental application.

Owner/Agent is requiring payment for an Applicant Screening Charge of \$50.00 none of which is refundable unless the Owner/Agent does not screen the applicant. An application is valid for up to 15 days from the receipt date by Owner/Agent.

**The above information, to the best of my knowledge, is true and correct.**

Signature:

Date:

**Use this space to add any additional information necessary to describe your full qualifications for the unit for which you are applying:**



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