

Rental Application

Please fill out the form completely: Items left blank significantly hinder the acceptance and review of the application
 All application fees are non-refundable

BASICS	Property:	Unit:	Date:
	Number of Occupants:	Move in Period:	
Personal Information			
Date of Birth	First Name	Middle Name	Last Name
Marital Status	Social Security Number	Driver's License Number	Cell Phone Number
	Email Address:		
Address History		Provide minimum of 3 years	
Length of Time	Current Address	Landlord's Name	Landlord's Number
Rental Amount	Reason For Leaving	Is Your Rent Current to Date	Will full Security Deposit be refunded
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Proposed Occupants			
Name		Age and Occupation	
Name		Age and Occupation	
Name		Age and Occupation	
Name		Age and Occupation	
Proposed Pets			
Type/Breed		Veterinarian Shots	Age
Type/Breed		Veterinarian Shots	Age
Vehicle Information			
Year	Make and Model	License Plate #	State
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Employment			
Years Employed	Occupation	Supervisor's Name	Supervisor's Phone Number
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Income			
Income Source	Weekly or Monthly	Amount of Income	Proof of Income/Pay Stubs
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Expenses			
Child Support	Medical or Car Payment	Electric/Heat/Utility	Cell Phone

Emergency Contact Information			
Name	Relation to You	Their Phone Number	

Questionnaire			
Do You Smoke?	Do You Have a Checking Account?	Are you in the Military?	Have you ever broken lease?
Yes or No	Yes or No	Yes or No	Yes or No

<u>Has Applicant been found guilty of a felony?</u>	Yes or No
<u>Has Applicant ever filed bankruptcy?</u>	Yes or No
<u>Has Applicant ever been brought to court by another landlord?</u>	Yes or No
<u>Has Applicant ever moved owning rent or damaged an apartment?</u>	Yes or No
<u>Has Applicants' apartment ever been treated for bed bugs or pests?</u>	Yes or No
<u>Has Applicant ever been locked out of their apartment by the sheriff?</u>	Yes or No
<u>Has Applicant ever failed to receive all their security deposit back?</u>	Yes or No

Disclaimers	
<u>Lead Paint</u>	You are being informed that many homes built before 1978 may have lead based paint. Many of the rental units this agency & property management leases were built prior to 1978. You will be asked to read & sign the EPA Lead Paint Disclosure and will be given an information flyer "Protect Your Family from Lead in Your Home". Lead paint poses a particular risk to pregnant women and lead paint poisoning in children can produce neurological damage. Signing this application, you are swearing that you will read the "Protect Your Family from Lead in Your Home"
	Signature Box on Right

Agency We are realtors and property managers. We have vested interest in this piece of property and solely represent the owner's of the property.

Authorization
I, the applicant, authorize the landlord or real estate agent to contact all references including past and present landlords, employers, creditors, credit bureaus, neighbors and any other source deemed necessary to investigate applicant. Applicant by signing this application below acknowledges that all information is true, accurate and Landlord reserves the right to disqualify tenant or transient guest if information is not as represented. Applicant affirms that the foregoing information is true and correct under the pains and penalty of perjury. ANY PERSON OR FIRM IS AUTHORIZED TO RELEASE INFORMATION ABOUT THE UNDERSIGNED UPON PRESENTATION OF THIS FORM OR PHOTOCOPY OR SCANNED IMAGE OR TEXTED PICTURE OF THIS FORM ANY TIME.

<u>Applicant's Printed Name:</u>	<u>Applicant's Signature</u>
All application fees are non-refundable under all circumstances. A minimum fee of \$20 will be charged per application and a \$5.00 per each additional applicant. Upon notice of application approval, Applicant has 48 hours to provide an initial deposit equal to one months rent of the unit. This deposit is nonrefundable. This deposit shall be applied to your first months rent. Not to be confused with a security deposit. A security deposit will be due upon execution of the lease & landlord delivering the keys to the unit. The initial deposit shall be a bank check as well as the security deposit. Cash is always accepted, no personal checks will be accepted until the 4th month of tenancy.	



Application Requirements



Application filled out entirely for every adult over the age 18
Online Application can be found at: www.ikanproperty.com
Application Fee: Cash, Money Order, Bank Check, Online PayPal or Venmo

Look for the Bull

Supporting Documentation that HELPS your application review:

- | | |
|------------------------------|---|
| <u>Required</u> | Copy of each Applicants Driver's License if no Driver's License-picture Identification card |
| <u>Required</u> | Proof of Income |
| | Pay Stubs-W2's are even better |
| | Social Security Disbursement Letter -must show monthly amount |
| | Disability Disbursement Letter-must show monthly amount |
| | Child Support Order from the Court |
| | Retirement Disbursement-must show monthly amount |
| | Housing Documentation and Award Letter |
| <u>Self Employed</u> | Copy of 1099 Required |
| | 4 (four) consecutive monthly complete bank statements |
| | Copy of Tax Return (Gross Figure Used) |
| <u>Pets</u> | Receipt of Animal Shots, Racies Vaccine, License and Checkup |
| <u>Not Acceptable</u> | Hand written letters from Employer |
| | Non validated source of income from municipal or government agencies |
| | Bank Statements from another country |
| | Self-employed invoices |

The process: Your application must be complete to be even considered for review. Whether you viewed the property online or during one of the open houses: the first application submitted by an applicant has no weight over the 15th applicant that submits an application. The landlord group reviews and makes notes on each application submitted. Traditionally the process takes a minimum of seven business days. Calling and inquiring about the status of an application (squeaky wheel gets the oil) *hinders your prospect of renting the unit*. If someone took the time to visit and tour one of our properties and then completes and submits payment on an application: we look at all applications. Sometimes during the review process, we will ask for clarification or for more information. Whether or not your application was approved or denied someone will contact you via phone or text with the decision. The more information an applicant provides the better chances of positive notes being added to the applicant's file.

Contact Info	To Submit Application
email	jack@ikanproperty.com
Mail	PO Box 411 Epping NH 03042
Deliver	75 Railroad Ave Unit B1 Epping NH
	603-679-2525