



**List your employment history for the last four years** (Please include titles or military ranks, etc. Note: If you are self employed you will be required to substantiate your income with copies of tax returns, 1099s and/or other relevant data.)

**Current Employer** \_\_\_\_\_ Dates \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Position / Job description \_\_\_\_\_ Monthly gross pay \_\_\_\_\_

Mo take-home \_\_\_\_\_ Superior's name & position \_\_\_\_\_ Phone \_\_\_\_\_

List any additional monthly income you wish to be considered in qualifying your application (child support, SS, etc.) \_\_\_\_\_

**Former Employer** \_\_\_\_\_ Dates \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Position / Job description \_\_\_\_\_ Monthly gross pay \_\_\_\_\_

Superior's name & position \_\_\_\_\_ Phone \_\_\_\_\_

**Former Employer** \_\_\_\_\_ Dates \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Position / Job description \_\_\_\_\_ Monthly gross pay \_\_\_\_\_

Superior's name & position \_\_\_\_\_ Phone \_\_\_\_\_

**List bank accounts**

<u>Bank Name</u>	<u>Account#</u>	<u>Checking/Savings</u>	<u>Approx. Balance</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____

**Credit References - Credit Cards & Loans** What are your approximate scheduled monthly payments? \_\_\_\_\_

<u>Name</u>	<u>Account#</u>	<u>Purpose</u>	<u>\$ Limit</u>	<u>Balance</u>	<u>Mo Payment</u>
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____

**List nearest relatives** (for Emergency Contact and/or Reference)

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Relationship</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____

**List two personal / professional references (accountant, lawyer, banker, etc.)**

<u>Name</u>	<u>Address</u>	<u>City / State / Zip</u>	<u>Phone #</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____

**Personal Skills:**    Lawn & garden care    Painting    Carpentry    Plumbing    Electrical    Mechanical

Other \_\_\_\_\_

**Tools You Own:**    Vacuum    Mop    Tool Box    Mower    Yard tools    Snow shovel    Hoses/Sprinklers

**Please answer the following questions** *(explain your answers on additional page(s) as necessary)*

1.      Have you ever been evicted or asked to move from any tenancy?  
          Yes    No
2.      Have you ever broken a rental agreement or lease?  
          Yes    No
3.      Have you ever willfully and intentionally refused to pay rent when due?  
          Yes    No
4.      Do you know of anything that might interrupt your income or ability to pay rent?  
          Yes    No
5.      Are there any outstanding judgments against you?  
          Yes    No
6.      Have you had property foreclosed upon or given title or deed in lieu of foreclosure in the past 7 years?  
          Yes    No
7.      Have you ever filed a petition of bankruptcy? *(If yes, please note when and where, if the bankruptcy has been discharged and date of discharge.)*  
          Yes    No
8.      Are you a named party to a criminal proceeding, lawsuit or unlawful detainer filing?  
          Yes    No
9.      Have you ever initiated or been the defendant in a lawsuit?  
          Yes    No
10.     Have you or anyone in your household ever been convicted of a felony?  
          Yes    No
11.     Rent is due in advance on the last business day of each month. Are you able to fulfill this requirement?  
          Yes    No
12.     Are you obligated to pay child support, alimony or separate maintenance? *(If yes, how much?)* \_\_\_\_\_  
          Yes    No
13.     Are you the co-maker or endorser on any lease, loan or mortgage?  
          Yes    No
14.     Do you plan to conduct any commercial business from the residence?  
          Yes    No

**List any additional info you think will help us process your application** *(attach additional pages if necessary)*

---

---

---

---

---

---

---

---

**Applicant agrees to pay a non-refundable fee of \$35.00 to Sleepy Oak Apartments for the processing of this application.** If Applicant plans to FAX or Email his application (Fax number: 888-577-7442, Email: [sleepyoakapartments@gmail.com](mailto:sleepyoakapartments@gmail.com)), he/she may charge the application fee to a Visa or MasterCard by filling out the *Credit Card Authorization* form which is included in this packet. If dropping off application, be sure to include cash, check or money order for application fee payable to Sleepy Oak Apartments. **Applicant will not receive copies of any credit reports obtained.**

**Applicant further agrees** that if, for any reason, he/she becomes delinquent in rents or other charges, Landlord is hereby authorized to charge applicant's MasterCard or Visa account to collect those delinquent payments. Applicant also agrees that all credit information maintained by Landlord may be given to any credit reporting service and that Landlord will be held harmless. Applicant certifies that the information given in this application is true and correct. **Applicant understands that any false**

statements or deliberate misrepresentation of facts will automatically disqualify this application and cause any subsequent rental contract to be null and void and of no effect.

**AUTHORIZATION:** I do hereby authorize a review and full disclosure of all records, or any part thereof, concerning myself by/to any authorized personnel of Sleepy Oak Apartments, its successors and/or assigns. The intention of this authorization is to provide information which will be utilized in connection with a rental application, current lease, former lease, lease renewal and/or collection of funds due Sleepy Oak Apartments, its successors and/or assigns.

**I hereby authorize current and past landlords, current and past employers, financial institutions, personal references, Courts of law and any other person/entity to release information regarding my rental, employment, credit and/or criminal history. I agree to indemnify and hold harmless the person to whom this request is presented and his agents and employees from and against all claims, damages, losses and expenses, including reasonable attorneys' fees arising out of or by reason of complying with this request. This authorization shall survive the original application process and be valid during or subsequent to any lease term of a property through Sleepy Oak Apartments, its successors and/or assigns. A copy of this authorization may be accepted as an original.**

---

**Applicant's Signature**

---

**Date**



# Credit Card Authorization

I, \_\_\_\_\_, authorize Sleepy Oak Apartments to charge \$ \_\_\_\_\_ to my credit card for the agreed upon services. I understand that my information will be saved on file for future transactions on my account.

**Cardholder Name** (as shown on card):

\_\_\_\_\_

**Billing address:**

\_\_\_\_\_

\_\_\_\_\_

**Card Type:**

Visa       MasterCard       American Express

**Card Number:** \_\_\_\_\_

**Exp. Date (mm/yy):** \_\_\_\_\_ **Security Code** \_\_\_\_\_

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

*\*Please note that merchant name for charges will appear as Marketing 2.0 on your statement .*