

**Garden State Realty Management**  
**P.O. Box 1068 Fair Lawn, NJ 07410**  
**Office: (201) 475-3901 \* Fax: (201) 475-3942 \* Website: WWW.GS-RM.COM**

**RENTAL APPLICATION**

Date: \_\_\_\_\_ Rental address shown & Apt#: \_\_\_\_\_ Email: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Middle: \_\_\_\_\_

Social Security # \_\_\_\_\_ Birthdate: \_\_\_\_\_

Anticipated Move-in Date: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Work: \_\_\_\_\_ Fax: \_\_\_\_\_ Other: \_\_\_\_\_

**ADDITIONAL RESIDENTS** (list every occupant name and their relationship below including children)

<u>Name</u>	<u>Age</u>	<u>Relation</u>	<u>Name</u>	<u>Age</u>	<u>Relation</u>
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1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

How long do you plan on living in the next rental home that meets your needs? \_\_\_\_\_

Check all professional level skills possessed: Electrical \_\_\_\_\_ Painting \_\_\_\_\_ Plumbing \_\_\_\_\_  
Roofing \_\_\_\_\_ Appliance repair \_\_\_\_\_ Air Conditioning \_\_\_\_\_ Heating \_\_\_\_\_ Carpentry \_\_\_\_\_

Do you have renter's insurance? \_\_\_\_\_ Have you ever broken a lease? \_\_\_\_\_ If yes, please explain \_\_\_\_\_

Have you ever refused to pay rent for any reason? \_\_\_\_\_

Have you ever been evicted or asked to leave a rental unit? \_\_\_\_\_ Ever filed for bankruptcy? \_\_\_\_\_

Ever been convicted of a crime \_\_\_\_\_ If yes please explain \_\_\_\_\_

Will you give us permission to do a criminal background check? \_\_\_\_\_

Currently have any utilities in your name? \_\_\_\_\_ Currently have phone service in your name? \_\_\_\_\_

Is there anything to prevent you from placing utilities or phone in your name? \_\_\_\_\_

Do you know of anything or any reason which may interrupt your ability to pay rent? \_\_\_\_\_

**RESIDENCE HISTORY**

Current Street Address: \_\_\_\_\_ City/State & Zip: \_\_\_\_\_ How long? \_\_\_\_\_

Current Landlord: \_\_\_\_\_ Landlord's Phone #: \_\_\_\_\_

Address of present Landlord \_\_\_\_\_ Monthly payment: \_\_\_\_\_ Does it include utilities: Yes/No

Reason for Moving: \_\_\_\_\_ Is your rent current? \_\_\_\_\_

Number of late payments? \_\_\_\_\_ Security Deposit Amount currently held by Landlord? \_\_\_\_\_

If less than 2 years, indicate previous address: \_\_\_\_\_

Previous Landlord: \_\_\_\_\_ Previous Landlord's phone: \_\_\_\_\_

Dates at this address: \_\_\_\_\_ Reason for moving? \_\_\_\_\_

Was your Full Security Deposit Returned? \_\_\_\_\_ # of late payments? \_\_\_\_\_ Monthly payment? \_\_\_\_\_

**PRIMARY RESIDENT EMPLOYMENT SECTION**

Employment status: Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Student \_\_\_\_\_ Retired \_\_\_\_\_ Self-Employed \_\_\_\_\_ Unemployed \_\_\_\_\_  
Other \_\_\_\_\_

Present Employer: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_

Average weekly hours: \_\_\_\_\_ Salary \$ \_\_\_\_\_ Weekly/ Bi-weekly/ Monthly, or Annual Average Take home

Work Phone: \_\_\_\_\_

Employer's Address: \_\_\_\_\_ City/State & Zip code: \_\_\_\_\_

How long have you been employed? \_\_\_\_\_

**Additional Employment:**

Employment status: Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Student \_\_\_\_\_ Retired \_\_\_\_\_ Self-Employed \_\_\_\_\_ Unemployed \_\_\_\_\_  
Other \_\_\_\_\_

Present Employer: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_

Average weekly hours: \_\_\_\_\_ Salary \$ \_\_\_\_\_ Weekly/ Bi-weekly/ Monthly, or Annual Average Take home

Work Phone: \_\_\_\_\_

Employer's Address: \_\_\_\_\_ City/State & Zip code: \_\_\_\_\_

How long have you been employed? \_\_\_\_\_

**ADDITIONAL INCOME**

Spouse/Roommate's Employer: \_\_\_\_\_ Social Security#: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Cell: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Employer's Address: \_\_\_\_\_ City/State: \_\_\_\_\_

Monthly Salary: \$ \_\_\_\_\_ How long have you been employed: \_\_\_\_\_

In the event of some emergency that would prevent you from paying rent when due, is there a relative, person, or agency that could assist you with rent payments?

1st Emergency Contact: \_\_\_\_\_

Relationship \_\_\_\_\_

Address \_\_\_\_\_

Phone# \_\_\_\_\_ 2nd Phone # \_\_\_\_\_

2nd Emergency Contact: \_\_\_\_\_

Relationship \_\_\_\_\_

Address \_\_\_\_\_

Phone# \_\_\_\_\_ 2nd Phone # \_\_\_\_\_

Do you currently have a savings account, line of credit, or charge card sufficient to cover one month's rent? \_\_\_\_\_

**ASSETS / CREDITS / LOANS**

Number of vehicles on property? \_\_\_\_\_ Valid registration & inspection? \_\_\_\_\_ Do you have any commercial vehicles, \_\_\_\_\_

RV, campers, boats or motorcycles? \_\_\_\_\_ Vehicle 1-make/model/color/year \_\_\_\_\_

Has any landlord taken you to court to evict you? Yes/No Do you have any pets Yes/No

Have you ever been convicted of a drug related crime or violence against another person: Y/N

How did you learn about the apartment for rent: Newspaper/ Sign on building/ Internet/ Friend

**PERSONAL/PROFESSIONAL REFERENCES**

Character/Personal reference:

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Relationship? \_\_\_\_\_ How long? \_\_\_\_\_ Phone \_\_\_\_\_

Professional reference (i.e. attorney, accountant):

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Relationship? \_\_\_\_\_ How long? \_\_\_\_\_ Phone \_\_\_\_\_

Do you give owner or manager permission to contact references listed above both now and in the future for rental consideration or for collection purposes should they be deemed necessary? \_\_\_\_\_

If Management has a question regarding this application, please furnish the best contact phone number:

Day phone/contact person: \_\_\_\_\_ Night phone/contact person: \_\_\_\_\_

**THANK YOU!**

To complete the application please submit PHOTO COPIES of the following documents. Make sure to sign and date the application at the bottom of this page. Once you are ready contact our office to schedule an appointment to turn in the application. Thank you for completing an application to rent from us.

- Driver's License or Sheriff's picture ID. Note: rentals will not be shown without picture ID
- Personal check (to verify bank)
- 2 weeks of most current pay stubs of each income source listed
- If self-employed, most current Schedule C tax return and proof of current income

A fee of \$ 35 is charged on all rental applicants for the purpose of verifying the information furnished on this application. By signing below, applicant hereby represents all information on this application is true, complete, and hereby authorizes annual verification of information, references, and credit history for continual rental consideration or for collection purposes should that become necessary. This fee is nonrefundable.

Applicant acknowledges this application will become part of the lease agreement when approved. If any information is found to be incorrect, the application will be rejected and any subsequent rental agreement becomes void. False and misleading statements will be sufficient reason for immediate eviction and loss of security deposit.

**FREE UPGRADE BONUS**

Final note: Our company offer a free upgrade for residents who recommend friends, relatives or co-workers to us and they meet our minimum criteria and decide to rent from us or be placed on our priority waiting list. If your application is accepted, you may be able to qualify for a free upgrade in your new residence. Please give the name of a friend, relative or co-worker along with a phone number and we will contact them to see if they too would like to apply and rent one of our homes. The following person(s) may be interested in renting a home:

\_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_

This application is not a reservation or allotment of an apartment. All rents are subject to owner's approval. To be notified of disposition of your application you must supply a self addressed stamped envelope.

I the undersigned applicant make application at this building on the date listed above and declare that all the information and representation contained in and with this application is, to the best of my knowledge and belief, true and correct. I also understand that failure to complete the application and/or the furnishing of false information maybe considered grounds for rejection, or termination of lease. I consent to any and all inquiries made by the owner or its agent if necessary to obtain references and to verify the information in the Rental Application, including a credit check, and agree upon request to provide documentary evidence of all proposed occupants including federal income tax information. I also understand that in the event of acceptance of this application and **PRIOR TO MOVING IN I WILL BE REQUIRED TO PAY ONE MONTH'S RENT AND 1½ MONTH'S SECURITY DEPOSIT AND TO SIGN A ONE YEAR LEASE.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date