

**RENTAL APPLICATION**

Please send completed applications with pay stubs and state issued ID to [applications@trademarkpropertiesmi.com](mailto:applications@trademarkpropertiesmi.com) or fax to: 866-261-0191

Address of Property: \_\_\_\_\_ When would you like to move? \_\_\_\_\_  
 Agent you are working with: \_\_\_\_\_ Agent's Phone: \_\_\_\_\_

**COMPLETE THIS INFORMATION ABOUT YOURSELF**

Full Name: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ cell - home - work Preferred contact method: \_\_\_\_\_ Email or Phone  
 Social Security #: \_\_\_\_\_ Drivers license #: \_\_\_\_\_ DOB: \_\_\_\_\_  
 Present Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 How long at this address: \_\_\_\_\_ Current payment: \_\_\_\_\_ Reason for moving: \_\_\_\_\_  
 Current Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_  
 If less than 2 years at current address please list prior address(s)  
 Previous address: \_\_\_\_\_ Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_  
 How long at address: \_\_\_\_\_ Rental amount: \_\_\_\_\_ Reason for moving: \_\_\_\_\_

**COMPLETE THIS INFORMATION ABOUT YOUR CO-APPLICANT**

Full Name: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ cell - home - work Preferred contact method: \_\_\_\_\_ Email or Phone  
 Social Security #: \_\_\_\_\_ Drivers license #: \_\_\_\_\_ DOB: \_\_\_\_\_  
 Present Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 How long at this address: \_\_\_\_\_ Current payment: \_\_\_\_\_ Reason for moving: \_\_\_\_\_  
 Current Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_  
 If less than 2 years at current address please list prior address(s)  
 Previous address: \_\_\_\_\_ Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_  
 How long at address: \_\_\_\_\_ Rental amount: \_\_\_\_\_ Reason for moving: \_\_\_\_\_

**COMPLETE THIS INFORMATION ABOUT YOURSELF AND CO-APPLICANT (IF APPLICABLE)**

**NAME, AGE, AND RELATIONSHIP OF EVERY PERSON THAT WILL OCCUPY THE PROPERTY**

Name:	Age:	Relationship:
_____	_____	_____
Name:	Age:	Relationship:
_____	_____	_____
Name:	Age:	Relationship:
_____	_____	_____
Name:	Age:	Relationship:
_____	_____	_____

**PETS**

Name:	Type:	Age:	Breed:
_____	_____	_____	_____
Name:	Type:	Age:	Breed:
_____	_____	_____	_____
Name:	Type:	Age:	Breed:
_____	_____	_____	_____

**EMPLOYMENT**

Applicant's Employer: \_\_\_\_\_ Title: \_\_\_\_\_  
Type of employment: full time / part time / contractor / self employed Wage: \_\_\_\_\_  
Contact person: \_\_\_\_\_ Contact Phone: \_\_\_\_\_  
Length of time at employer: \_\_\_\_\_ Gross monthly pay: \_\_\_\_\_  
Other sources of income (list type and monthly amount: \_\_\_\_\_  
\_\_\_\_\_

Co-Applicant's Employer: \_\_\_\_\_ Title: \_\_\_\_\_  
Type of employment: full time / part time / contractor / self employed Wage: \_\_\_\_\_  
Contact person: \_\_\_\_\_ Contact Phone: \_\_\_\_\_  
Length of time at employer: \_\_\_\_\_ Gross monthly pay: \_\_\_\_\_  
Other sources of income (list type and monthly amount: \_\_\_\_\_  
\_\_\_\_\_

**FUNDS AVAILABLE (RESERVES, SAVINGS, ETC)**

Institution:	Balance:	Type of account:
_____	_____	_____
Institution:	Balance:	Type of account:
_____	_____	_____

Is the entire security deposit available now: \_\_\_\_\_ If not when: \_\_\_\_\_

**EMERGENCY / PERSONAL REFERENCE INFO**

Emergency contact:	Phone:	Relation:
_____	_____	_____
Emergency contact:	Phone:	Relation:
_____	_____	_____
Personal Reference:	Phone:	Relation:
_____	_____	_____
Personal Reference:	Phone:	Relation:
_____	_____	_____

**VEHICLE(S)**

Vehicle make: _____	Model: _____	Year: _____	License plate: _____
Vehicle make: _____	Model: _____	Year: _____	License plate: _____

**APPLICANT QUESTIONNAIRE**

Has applicant(s) ever been sued for bills	Yes	No
Has applicant(s) ever declared bankruptcy	Yes	No
Has applicant(s) ever been guilty of a felony	Yes	No
Has applicant(s) ever broken a lease	Yes	No
Has applicant(s) ever been locked out of their residence by a sheriff	Yes	No
Has applicant(s) ever been brought to court by a landlord	Yes	No
Has applicant(s) ever moved owing rent or damaged a residence	Yes	No

If any answers to questions above are yes explain:

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The Applicants(s) hereby consent that the Landlord or his/her Agent is authorized to order credit reports, criminal background checks, and any other reasonable tenant screening reports from third party providers. The Applicants(s) also authorize the Landlord or his/her Agent to contact past and present employers, landlords, creditors, and/or neighbors to verify employment, income, rent payment history, cleanliness and any other relevant inquires as to the Applicants(s) likelihood to make regular, timely rent payments and treat the Leased Premises with care and respect.

Applicants(s) is/are providing a signed and completed Rental Application form for each adult Applicants(s) along with this Authorization for Background Screening form. Applicant(s) are also aware that to perform such screening will require a \$35 application fee that is non-refundable, even if application is denied.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTES:**

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## RESIDENT SECTION CRITERIA

**Income:** Monthly gross income of at least two times the rent amount is required. Preference is given to higher rent to income ratio. (Note: some properties require three times rent in income) The lowest debt to income ratio is preferred.

**Credit:** Preference is given to applicants with a history of on time payments.

**Pets:** Preference is given to applicants without pets. Certain pets may be accepted; however, the rent may be raised or a separate pet deposit may be required. Some properties do not allow pets under any circumstances, and are cause for eviction if acquired after move-in.

**Smoking:** No smoking is permitted in any of our properties.

**Prior rental experience:** Preference is given to applicants with no history of damages, evictions, late payments, or judgments.

**Number of occupants:** Occupancy is limited to two persons per bedroom due to additional wear, increased costs for administrative requirements, and increased utility usage.

## APPLICATION PROCESS

The first applicant(s) will be accepted who

1. Submits a completed, signed application with accurate information and pays the non-refundable \$35.00 application fee.
2. Provides state issued ID for all of the adults that will be living in the property
3. Submits all verifying information/documents needed such as pay stubs or other proof of income, present/previous landlord phone numbers, and any other documents that may be required.
4. Has the full funds required to move in. Security deposit of 1.5 x Monthly rent plus 1 months rent in certified funds.

Once Applicant(s) are fully approved, Applicants can delay move in date up to 1 month from time of approval. However the full security deposit is required to delay move-in date and remove the property from the market.

## AGENCY DISCLOSURE

Trademark Realty & Investment, LLC is an agent representing and acting in the owner's or landlord's interest and will only show properties to pre-qualified applicant(s).