



100 N Main Street Suite A Elmira, NY 14904  
607-732-1440

## TENANT APPLICATION

Name: \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

**(Anyone over the age of 18 years old must fill out an Application & plan on signing the Rental Agreement. Each Adult becomes a "Responsible Party to the Lease".)**

I understand that REP HOME SALES & SERVICES is a Management Company. I also understand the company has no ownership in the Rental Units represented.  
Intl. \_\_\_\_\_

Other names I may be acknowledged by: (Maiden/Street Names)

Current Address: \_\_\_\_\_

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

Length of Time Living there? \_\_\_\_\_ Years: \_\_\_\_\_ Months: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell: \_\_\_\_\_

Date Of Birth: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

Vehicle Information: Make \_\_\_\_\_ Model: \_\_\_\_\_

License Plate Number: \_\_\_\_\_ State \_\_\_\_\_

**Emergency Contact Person:** \_\_\_\_\_ Relationship \_\_\_\_\_

Address: \_\_\_\_\_ Phone # \_\_\_\_\_

### **3 Personal References: ( People who have contact with you over 3 years.)**

<u>Name</u>	<u>Phone Number</u>	<u>How long have you known them?</u>
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1. _____	_____	Number of years? _____
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2. _____	_____	Number of Years? _____
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3. _____	_____	Number of Years? _____
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**Employment History and Financial History:**

Are You Working? Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Unemployed \_\_\_\_\_  
Retired \_\_\_\_\_ SSI \_\_\_\_\_ DSS \_\_\_\_\_ SSD \_\_\_\_\_ Other \_\_\_\_\_  
Monthly Income: \_\_\_\_\_ Source? \_\_\_\_\_

**Employment**

**Current:**

Employer: \_\_\_\_\_  
Employer's Address \_\_\_\_\_  
Employer's Phone # \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
Dates of Employment: Start: \_\_\_\_\_ Ending: \_\_\_\_\_  
Wages: \_\_\_\_\_ Weekly / Biweekly / Monthly

**Previous:**

Employer: \_\_\_\_\_  
Employer's Address: \_\_\_\_\_  
Employer's Phone # \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
Dates of Employment: Start: \_\_\_\_\_ Ending: \_\_\_\_\_  
Wages: \_\_\_\_\_ Weekly / Biweekly / Monthly

**Residence History:** (Most Recent to the Last 5 Years. Need more space on the back of the page)

**1. Most Recent Landlord:**

Name: \_\_\_\_\_ Phone # \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Monthly Rent: \_\_\_\_\_ Length of Time: \_\_\_\_\_ until \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

2. Name: \_\_\_\_\_ Phone # \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Monthly Rent: \_\_\_\_\_ Length of Time: \_\_\_\_\_ until \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

3. Name: \_\_\_\_\_ Phone # \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Monthly Rent: \_\_\_\_\_ Length of Time: \_\_\_\_\_ until \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_



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**Questions about you?**

1. Have you ever been evicted from an Apartment? Yes / No
2. Have you ever been in Litigations with a Landlord? Yes / No
3. Have you ever been sued for Non Payment of Rent? Yes / No
4. Have you ever been charged with a Misdemeanor or Felony? Yes / No
5. Have you ever been charged or convicted of any illegal activities Drug, or Drug Related Crimes? Yes / No
6. Have you ever been convicted or charged with any crimes against children? Yes / No

**(If you have answered “Yes” to any of these questions, please explain on the back of this page)**

**Who else will be living with you?**

**(When applying for any Federal or County Assistance all parties must be named on the Lease.)**

<b>First Name</b>	<b>Last Name</b>	<b>Relationship</b>	<b>Age</b>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____

**Who will be possibly staying on the Premises for more than the allotted amount of time in the Lease of 5 Days? Reason? Follow the above information.**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_



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**Do you have any Pets? Yes \_\_\_\_\_ No \_\_\_\_\_ Please List below.**  
**(We do not allow more than two animals if they are accepted.)**

1. Type \_\_\_\_\_ Breed \_\_\_\_\_  
2. Type \_\_\_\_\_ Breed \_\_\_\_\_

**Notice:**

**REP HOME SALE & SERVICES**, nor the **Property Owners** will allow any Tenants who are dealing in or using any type of illegal or illicit drugs to knowingly rent the rental unit. As a Tenant of any of the Properties managed by **REP HOME SALES & SERVICES** allowing other or aiding or abet in the use or sale of any illegal/illicit drug and any other such unlawful acts or commerce, you will be held responsible for their actions as if they were your own. You will be given an Eviction Notice to vacate the properties and Forfeit you deposit. **Intl.** \_\_\_\_\_

**Attestations & Agreement:**

1. I declare that the foregoing information is true and accurate. I agree that the Landlord or Management Company may do a Credit Check on me. I will have a copy of my Criminal History done before renting any Rental Unit. I also give the Landlord and Management Company permission to contact my previous Landlords and References Listed or not listed on the application. **Intl.** \_\_\_\_\_
2. I acknowledge that Social Media is a Public Domain of information of myself. I also acknowledge that the Landlord and Managing Company have my permission to look at any of my Social Media Accounts. I.e. Facebook, Linked, Twitter, Snap chat, etc. **Intl.** \_\_\_\_\_
3. I agree that any of the information reported above to mislead the Landlord or Managing Company to get into an Apartment, that can be substantiated to be false will result in automatic forfeiture of any money or deposit. This can be applied to Administration Fees. **Intl.** \_\_\_\_\_
4. I further agree that should my application be approved by the Management company and I decide not to take the rental unit, any deposit or binder made to secure or reserve the rental unit in my name will be forfeited to the Landlord as compensation for the inconvenience and delay associated with the remarketing it. **Intl.** \_\_\_\_\_



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I am over 18 years of age, I can read and write with understanding the English Language without anyone interpreting or there will be time to have a person interpret before signing this page. I am doing this under my own free acknowledgement, any and all statements made in this application is true to the best of my knowledge. This is no misleading information provided. **Intl.** \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature of the person applying for the Rental Unit.