

# RICHTER & ASSOCIATES, INC.

33150 Schoolcraft Rd., Suite 210, Livonia, Michigan 48150 (248) 348-5100

## RENTAL APPLICATION

**Note: Application must be fully completed (both sides). Applicants other than married couples must file a separate application and provide fee. No application will be considered unless received with applicable fee.**

Applicant \_\_\_\_\_ Spouse \_\_\_\_\_  
Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
How Long? \_\_\_\_\_ Reason for leaving \_\_\_\_\_  
Previous Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
How Long? \_\_\_\_\_ Reason for leaving \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Mobile \_\_\_\_\_  
Email \_\_\_\_\_  
No. of Dependents \_\_\_\_\_ Total No. of Persons who will occupy property \_\_\_\_\_  
Pets \_\_\_\_\_ Size/Breed \_\_\_\_\_ Age of Pet(s) \_\_\_\_\_ Remarks \_\_\_\_\_

### APPLICANT

Social Sec. No. \_\_\_\_\_  
Driver Lic. No. \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Make of Automobile \_\_\_\_\_  
License plate # \_\_\_\_\_ State \_\_\_\_\_  
Credit Card # \_\_\_\_\_ Exp. \_\_\_\_\_  
Employed by \_\_\_\_\_  
Address \_\_\_\_\_  
CityStateZip \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
How Long \_\_\_\_\_ Years \_\_\_\_\_ Months  
Gross Monthly Income \$ \_\_\_\_\_  
Mo. Base Pay \$ \_\_\_\_\_ Overtime \$ \_\_\_\_\_  
Position \_\_\_\_\_  
If less than 3 years, Previous Employer:  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
How Long \_\_\_\_\_ Years \_\_\_\_\_ Months  
Gross Monthly Income \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Checking #: \_\_\_\_\_  
Savings #: \_\_\_\_\_  
Closest relative: \_\_\_\_\_ Relationship \_\_\_\_\_  
Address/Phone \_\_\_\_\_  
Earnings Last 3 Yrs:  
(1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

### SPOUSE

Social Sec. No. \_\_\_\_\_  
Driver Lic. No. \_\_\_\_\_ Expiration \_\_\_\_\_  
Make of Automobile \_\_\_\_\_  
License plate # \_\_\_\_\_ State \_\_\_\_\_  
Credit Card # \_\_\_\_\_ Exp. \_\_\_\_\_  
Employed by \_\_\_\_\_  
Address \_\_\_\_\_  
CityStateZip \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
How Long \_\_\_\_\_ Years \_\_\_\_\_ Months  
Gross Monthly Income \$ \_\_\_\_\_  
Mo. Base Pay \$ \_\_\_\_\_ Overtime \$ \_\_\_\_\_  
Position \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
How Long \_\_\_\_\_ Years \_\_\_\_\_ Months  
Gross Monthly Income \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Checking #: \_\_\_\_\_  
Savings #: \_\_\_\_\_  
Closest relative: \_\_\_\_\_ Relationship \_\_\_\_\_  
Address/Phone \_\_\_\_\_  
Earnings Last 3 Yrs:  
(1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_



**PRESENT LANDLORD REFERENCE**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_

**FORMER LANDLORD REFERENCE**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_

**PERSONAL REFERENCES:** Three persons who are not related to you.

Name	Phone Number	How long acquainted?
_____	_____	_____
_____	_____	_____
_____	_____	_____

**ASSETS**

Cash and Bank Account	\$ _____
Real Estate	\$ _____
Stocks, Bonds	\$ _____
Auto-Model _____ Yr _____	\$ _____
Auto-Model _____ Yr _____	\$ _____
Furniture	\$ _____
Other	\$ _____

**LIABILITIES**

	<u>Monthly Payment</u>	<u>Balance</u>
Auto	_____	_____
Auto	_____	_____
Real Estate	_____	_____
Loans	_____	_____
Notes	_____	_____
Charge Accts	_____	_____
Other	_____	_____



1. How long do you intend to occupy this property? \_\_\_\_\_
2. Do you have experience in maintaining a home? YES NO Explain \_\_\_\_\_
3. Have you ever been evicted or sued for payment of rent or had a legal dispute with a landlord? YES NO  
Explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Have you ever been convicted of a felony? YES NO Explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Applicant represents that he or she has not been involved in any bankruptcy, foreclosure, garnishment, collection or judgment proceeding, receivership, eviction or other credit problem during the past 7 years except as explained:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Applicant hereby applies to lease property at \_\_\_\_\_  
for a term of \_\_\_\_\_, to begin \_\_\_\_\_ with monthly rent of \_\_\_\_\_ and a  
security deposit of \_\_\_\_\_ and other fees of \_\_\_\_\_ (nonrefundable prep fee).  
Applicant understands that a nonrefundable fee of \$\_\_\_\_\_ is required for processing costs and credit checks.  
Applicant also deposits \$\_\_\_\_\_ as earnest money to be refunded to applicant ONLY if this  
application is not accepted by Landlord within \_\_\_\_\_ business days and is not refundable if applicant  
decides to withdraw or cancel this application. Upon acceptance of this application, the earnest money deposit shall be  
retained as part of the security deposit stated herein. When this application is so approved and accepted, Applicant  
agrees to execute a lease for \_\_\_\_\_ months before possession is given and to pay the balance of the security deposit  
at time of signing the lease, or the earnest money deposit will be forfeited as liquidated damages. Upon Applicant's  
failure to execute the lease within \_\_\_\_\_ business days after notice of acceptance, the application will be  
deemed to be withdrawn and Landlord will be under no further obligation to Applicant. If this application is not approved  
and accepted by the Landlord, the earnest money deposit will be refunded, however, should any statement made in this  
application be a misrepresentation or not a true statement of facts, 50% of the earnest money deposit will be retained to  
offset the costs, time and effort in processing this application. The Applicant hereby waives any claim for damages by  
reason of non-acceptance and agrees that the Landlord may reject without stating any reason for so doing. Applicant  
understands that Richter & Associates, Inc. is the agent of the property owner.

APPLICANT AUTHORIZES LANDLORD OR LANDLORD'S AGENT TO OBTAIN INFORMATION FROM ANY PERSON  
OR ORGANIZATION NAMED IN THIS APPLICATION OR FROM ANY OTHER SOURCE, AS WELL AS A CREDIT  
REPORT FROM OUTSIDE SOURCES, TO DETERMINE THE CHARACTER, REPUTATION, OR ANY FACTORS  
AFFECTING THE DESIRABILITY AS A TENANT OF THE APPLICANT. APPLICANT AUTHORIZES AGENT TO  
PROVIDE ANY INFORMATION TO THE PROPERTY OWNER IN CONNECTION WITH THIS APPLICATION.  
APPLICANT SPECIFICALLY AUTHORIZES ANY PRESENT OR FORMER LANDLORD OR EMPLOYER OR ANY  
OTHER PARTY OR ORGANIZATION NAMED IN THIS APPLICATION TO PROVIDE ANY INFORMATION PERTINENT  
TO THIS APPLICATION. FURTHER, APPLICANT HEREBY RELEASES SUCH LANDLORD OR FORMER LANDLORD  
OR EMPLOYER OR OTHER PARTY OR THE REPRESENTATIVES OF SAME FROM ANY AND ALL LIABILITY FOR  
ANY DAMAGE OR INJURY WHATSOEVER CAUSED FOR ISSUING SAME.

All information provided in this application, to the best of my (our) knowledge, is true and correct. No oral representations  
have been relied on by us and this represents our entire agreement with Richter & Associates, Inc.

Signature of Applicant \_\_\_\_\_ Signature of Spouse \_\_\_\_\_

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Earnest money received with application \$\_\_\_\_\_ Application Fee Received \$\_\_\_\_\_ CASH \_\_\_\_\_  
Date \_\_\_\_\_ RICHTER & ASSOCIATES, INC. \_\_\_\_\_

