



RENTAL APPLICATION

**** Please review the requirements before completing the application and only proceed if you meet the requirements.**

DATE: _____ PROPERTY APPLYING FOR: _____ DATE OF MOVE IN: _____

APPLICANT INFORMATION:

First Name: _____ M.I. _____ Last Name _____

Applicant Email: _____ Phone Number: _____

Social Security #: _____ Date of Birth: _____ Driver's License #: _____

Total of Occupants who will reside at the property? _____

*Who will residing in the property? _____

APPLICANT CURRENT ADDRESS (Required)

Street: _____ City: _____ State: _____ Zip: _____

CURRENT LANDLORD INFORMATION (Required)

Landlord/Property Management Name: _____

Monthly Rent/Mortgage Payment: _____ Rental Dates: _____

Reason for Leaving: _____ Landlord Phone #: _____

*Has a landlord ever had to file an eviction for non-payment of rent? _____

*If yes, explain: _____

Rental home, apartment, or condo? _____

PREVIOUS ADDRESS (If Applicable)

Street: _____ City: _____ State: _____ Zip: _____

EMPLOYER INFORMATION

Company/Business Name: _____ Employer Phone #: _____

Street: _____ City: _____ State: _____ Zip: _____

Employment Dates From: _____ to _____

Monthly household NET Income (after taxes/deductions): _____ Position: _____

Paid weekly or bi-weekly (4 or 2 times monthly): _____

Additional/Supplemental Income: (2nd job, social security, child support, etc.) _____

*Amount received monthly from additional income: _____

Savings account balance? (Optional) _____ Number of pets? (\$150 pet fee per pet) _____



EMERGENCY CONTACT INFORMATION

First Name: _____ M.I. _____ Last Name _____

Phone Number: _____ Relationship: _____

Street: _____ City: _____ State: _____ Zip: _____

How did you hear about us? (*Circle One*) **Online/Website** **Yard/Street Sign** **CV Latina** **Friend/family**

Referred by (AMG Tenant) Name: _____ Address: _____

TERMS & CONDITIONS: DOING AN APPLICAION DOES NOT MAKE IT COMPLETE. IN ORDER TO BE COSIDERED PLEASE SUBMIT YOUR PAY CHECKS STUBS & PHOTO ID VIA EMAIL, FAX OR IN OFFICE. YOU MAY PAY YOUR APPLICAION FEE ONLINE OR IN OFFICE. WE WILL CONTACT YOU ONCE WE RECEIVE APPLICATION FEE, CHECK STUBS & ID. THANK YOU! I understand that this is a routine application to establish credit, character, employment and rental history. I also understand that this not an agreement to rent and that all applications must be approved. I authorize verification of reference given. I declare that the statements above are true and correct. I agree that the landlord may terminate my agreement entered into a reliance on any misstatement made above. **APPLICATION FEE IS NON-REFUNDABLE.**

Signature _____ **Date:** _____

***Please turn in application along with application fee and items below:**

- \$30 application fee (money order, cashier's check or cash)/\$35 If application is done online
- Copy of Photo ID/Driver's License
- 1 months' worth of pay check stubs/proof of income & supplemental income
- Completed application with current landlord information

APPLICATIONS MAY BE COMPLETED AT OUR OFFICE OR THROUGH OUR WEBSITE AT: WWW.RENTINDYHOMES.COM

***\$30 Application fee if application is completed at the office/\$35 Application fee if application is completed online.**

Office Address: 6215 N College Ave., Indianapolis, IN 46220

Office Hours: Monday – Friday 9am – 5pm

Office Phone Number: 317-252-5830

DOCUMENTS MAY BE SUBMITTED AT THE OFFCE, VIA FAX 317-863-1120, VIA EMAIL: RENTINDYHOMESNOW@GMAIL.COM

What are your requirements?

1. No previous evictions accepted within the last 2 years. If you had an eviction 2 years + we must be able to verify your rental history since then.
2. Proof of income that the applicant makes 3X the rental amount after taxes (net income) this does *not* include supplemental income (child support, spousal support, SSI, etc.)
3. We prefer that you have been at your employer for at least 6 months.
4. We do accept applicants with poor credit, bankruptcies & foreclosures but they must meet all of the requirements listed.
5. Must be able to verify the last year's rental/mortgage payment history. **If you have rented from a private homeowner we do ask for proof of payments via copies of personal checks, money order/cashier's check receipts. Applicants who have made rent payments to a private homeowner in the form of cash may not be approved.*
6. We do take into consideration the amount of the rental/mortgage payment history and the amount that the applicant is applying for. **If there is more than a \$50 increase in the monthly rent amount compared to what the applicant was paying, the applicant may not qualify for the property.*
7. Tenants relocating to Indianapolis area provide proof of future employment by relocation/job offer letter.

All Applications are on file for 30 days from the application date. After 30 days, the application is expired and applicants must re-apply. Application fees are non-refundable. Applications are processed in 3-4 business days.