



**TRAUTMANN & COMPANY, LLC**

Real Estate and Investments

## **RENTAL & CREDIT APPLICATION**

To help us promptly process this application please complete all required information and return this application to the leasing office along with all the following:

- **Copy of Government Issued Photo ID**  
(State ID card, Drivers License, Passport)
- **Copy of Social Security Card**
- **Security Deposit**
- **Proof of Income** (at least your last 2 pay stubs)

## PERSONAL INFORMATION

Date \_\_\_\_\_ Interviewed By \_\_\_\_\_

Name of Applicant \_\_\_\_\_ Telephone \_\_\_\_\_

Social Sec. No. \_\_\_\_\_ Driver's License No. \_\_\_\_\_

Present Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Prior Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How long have you lived at present address? \_\_\_\_\_ How long have you lived at prior address? \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Telephone \_\_\_\_\_

Prior Landlord \_\_\_\_\_ Telephone \_\_\_\_\_

How many will be living in this unit? Adults \_\_\_\_\_ Children \_\_\_\_\_ Pets \_\_\_\_\_ Weight of pets \_\_\_\_\_

Employer \_\_\_\_\_ Position \_\_\_\_\_

How long? \_\_\_\_\_ Telephone \_\_\_\_\_

## SPOUSE INFORMATION

Name \_\_\_\_\_

Social Sec. No. \_\_\_\_\_ Driver's License No. \_\_\_\_\_

Employer \_\_\_\_\_ Position \_\_\_\_\_

How long? \_\_\_\_\_ Telephone \_\_\_\_\_

## BANK INFORMATION

Bank Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

Checking Account No. \_\_\_\_\_ Savings Account No. \_\_\_\_\_

## PERSONAL REFERENCES

NAME

RELATIONSHIP

TELEPHONE

NAME	RELATIONSHIP	TELEPHONE
_____	_____	_____
_____	_____	_____
_____	_____	_____

## OTHER INFORMATION

Number of vehicles (including company cars) \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No. \_\_\_\_\_ State \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No. \_\_\_\_\_ State \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No. \_\_\_\_\_ State \_\_\_\_\_

### HAVE YOU EVER

Filed for bankruptcy  Yes  No If yes, when? \_\_\_\_\_

Been served an eviction notice or been asked to vacate a property you were renting?  Yes  No

Willfully or intentionally refused to pay rent when due?  Yes  No If yes, when? \_\_\_\_\_

How were you referred to us?

Newspaper (name) \_\_\_\_\_  Realtor (name) \_\_\_\_\_  Other \_\_\_\_\_

Rental Unit applied for \_\_\_\_\_

Commencement date \_\_\_\_\_ Term \_\_\_\_\_ Rent/Month \_\_\_\_\_

## DISCLOSURES

**RADON GAS**—Notice to Prospective Tenant: Radon is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in every state. Additional information regarding radon and radon testing may be obtained from your county public health unit.

**LEAD PAINT**—Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real estate is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspection in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

## ACKNOWLEDGEMENT

I/We, the undersigned, understand that \_\_\_\_\_ is the leasing agent and representative for the owner/landlord and that the leasing agent's fees will be paid by the owner/landlord. The undersigned acknowledge that this written notice was received prior to the undersigned receiving a lease agreement.

I/We declare the foregoing information is true and correct, and I/We hereby authorize you to conduct an employment and credit check and to verify our references.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant's Signature

\_\_\_\_\_  
Date

## FOR OFFICE USE ONLY - DO NOT WRITE BELOW

Application Verification	Person Contacted	Remarks
<input type="checkbox"/> Present Landlord		
<input type="checkbox"/> Previous Landlord		
<input type="checkbox"/> Applicant's Employment		
<input type="checkbox"/> Co-Applicant's Employment		
<input type="checkbox"/> Bank		
<input type="checkbox"/> Reference (1)		
<input type="checkbox"/> Reference (2)		
<input type="checkbox"/> Reference (3)		
<input type="checkbox"/> Other		
<input type="checkbox"/> Driver's License/ID		<input type="checkbox"/> Credit Bureau

Verification completed by \_\_\_\_\_

Date \_\_\_\_\_

Remarks \_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Monies Received		
Date	Description	Amount
	Applicant Fee	
	Deposit	

THIS APPLICATION

Is Approved

Is Not Approved



**TRAUTMANN & COMPANY, LLC**

Real Estate and Investments

I/We hereby authorize Trautmann & Company, LLC to conduct a full applicant screening including but not limited to employment and rental verification, credit check, background check, and to verification of references.

\_\_\_\_\_  
Applicant (Print Name)

\_\_\_\_\_  
Co Applicant (Print Name)

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



**TRAUTMANN & COMPANY, LLC**

Real Estate and Investments

I/We authorize Trautmann & Company, LLC to debit my/our

Select One:

- Visa Card                       Master Card  
 American Express             Discover

In the amount of \$ \_\_\_\_\_ on the \_\_\_\_\_  
Date

\_\_\_\_\_  
Credit Card Number

\_\_\_\_\_  
Expiration Date

\_\_\_\_\_  
Verification Code

\_\_\_\_\_  
Card Holder's Name (Please Print)

\_\_\_\_\_  
Billing Address (include city, state, and zip code)

\_\_\_\_\_  
Card Holder's Signature

\_\_\_\_\_  
Date

Form Revised: 6/21/2006 11:02 AM