

# Shamrock Condo Rental Application

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Which unit(s) are you applying for: Ranch I \_\_\_\_ Ranch II \_\_\_\_ Ranch III \_\_\_\_ Townhouse \_\_\_\_

\*Please list all units you are interested in and in order of preference 1-4 [1] being your first choice.

Would you prefer \_\_\_\_ first or \_\_\_\_ second floor. Please number 1 and 2 or number both 1 if you don't care which floor. If you just want the 1<sup>st</sup> floor then only mark that.

Approximate move in date \_\_\_\_/\_\_\_\_/\_\_\_\_ Estimated number of years staying \_\_\_\_\_

*Everyone over the age of 18 must fill out a separate application and verification form.*

### **Name of the applicant:**

First: \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_ Home Phone \_\_\_\_\_

Cell \_\_\_\_\_ Work \_\_\_\_\_ Email address \_\_\_\_\_

**Marital Status:**     Married     Single     Divorced     Separated

**Present Address** \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Length of time there \_\_\_\_\_ Present rent \_\_\_\_\_

Landlord \_\_\_\_\_ Landlord Phone \_\_\_\_\_ Landlord Fax \_\_\_\_\_

Do you have any roommates currently \_\_\_\_\_

**Previous Address** \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Length of time there \_\_\_\_\_ Previous Rent \_\_\_\_\_

Landlord \_\_\_\_\_

Have you ever been convicted of any unlawful conduct? \_\_\_\_ Yes \_\_\_\_ No if yes, please explain \_\_\_\_\_

Have you ever been evicted? \_\_\_\_ Yes \_\_\_\_ No if yes, please explain \_\_\_\_\_

Have you any pets? (Extra fee for pets) \_\_\_\_ Yes \_\_\_\_ No if yes, list all and describe \_\_\_\_\_

List the name and age of everyone that will be living in the unit: \_\_\_\_\_

### Employment

Present Employer \_\_\_\_\_ Position \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_ Income \_\_\_\_\_

Previous Employer \_\_\_\_\_ Position \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_ Income \_\_\_\_\_

### Car Information

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License \_\_\_\_\_ Color \_\_\_\_\_

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License \_\_\_\_\_ Color \_\_\_\_\_

In the event of an emergency contact: \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

I hereby authorize any person or company to supply you with any information requested concerning me. I understand that misrepresentation or concealment relative to any of the above facts will at Lessors' option void my rights under any agreements entered into for the rental premises being applied for.

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

How did you here about us? \_\_\_\_\_

**\*Please include a copy of your driver's license.\***



Condominiums + Studios + Storage  
 1724 East Wooster, Bowling Green, Oh 43402  
 phone/fax 419-354-0070  
 website: ShamrockBG.com  
 email: info@shamrockbg.com

### Resident Rental Verification and History Request

To whom it may concern:

A former/current tenant of yours named below has applied for a rental unit at Shamrock Village. We would like to verify the past or present rental history. The requested information is for determining eligibility and will be kept in strict confidence. Please complete and fax the following information as soon as possible to 419-354-0070. Feel free to call us with any questions. Thank you.

#### Applicant, please fill out this section:

In order to complete my rental application at Shamrock Village Condominiums, I request that the following information be released to Shamrock Village with my permission.

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

#### Property manager, please fill out this section:

The tenant listed above is:  A Current Resident or  A Past Resident

**Lease Terms** Move in date: \_\_\_\_\_ is the tenant on a  set lease or  a month to month

Lease expiration date: \_\_\_\_\_

Other names on lease: 1. \_\_\_\_\_

2. \_\_\_\_\_

**Notification of Move out** Was proper notice given? **YES or NO**

Number of days you require for notice: \_\_\_\_\_

**Payment History** Rent amount paid: \$ \_\_\_\_\_ Number of late charges: \_\_\_\_\_

Number of NSF checks: \_\_\_\_\_

How many times was the rent late? \_\_\_\_\_

Was an eviction notice given? **YES or NO**

**Other Information** Number of occupants: \_\_\_\_\_ unauthorized occupants: \_\_\_\_\_

Pets: \_\_\_\_\_ If yes, what kind? \_\_\_\_\_

Noise Complaints: **YES or NO** If yes, how many? \_\_\_\_\_

Did/will the tenant get there security deposit back? **YES or NO**

What was the cost of damages to the unit at move out \$ \_\_\_\_\_

Would you re-rent to this tenant? **YES or NO**

Additional Comments \_\_\_\_\_

\_\_\_\_\_  
 Name/Title of Person Supplying Information

\_\_\_\_\_  
 Firm/ Organization

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date