



residential | commercial | investment specialists

Fort Collins Property Management
500 East Oak Street, Fort Collins, CO 80524
Email: info@fortcollinsre.com Cell: (970) 829-1023

RENTAL APPLICATION

Please provide payment with this application payable to "FCPM" or "Fort Collins Property Management" in the amount of \$50.00 per individual or \$75.00 for married couples making application to rent a property.

Property Address Applying for:

Personal Information

Name (Last): (First): (Middle):
Current Address: City: State: Zip:
Home Phone: Work Phone: Cell Phone:
Email Address:
Social Security Number: Date of Birth:
Drivers License #: State issued by:
Are you a smoker? Are you a college student?
Do you have an automobile to be parked on premises?
If yes- Make: Model: Color: License Plate #:
Total Number of Occupants (including yourself): Adults Minors
Name all individuals who will occupy the premises with you:

Have you ever been convicted of a crime other than a motor vehicle violation?
If Yes, please explain:

Do you have pets that will be living with you?

Type of Animal: Sex: Age: Breed: Weight:
Spade/Neutered: Name: Date of Recent Shots:
Color:

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Rental History

If you are currently living in the Dorms at CSU please check here, and skip to the Employment History section:

Name of Landlord at Current Address:
Address of Current Residence (please include unit number):

Landlord's Phone Number: Dates of Occupancy: to
Total Monthly Rent Amount: \$ Reason for moving:

If you have lived at your current residence for less than two (2) years, please provide a previous landlord reference.

Previous Landlord's Name:
Address:

Landlord's Phone Number: _____ Dates of Occupancy: _____ to _____
 Total Monthly Rent Amount: \$ _____ Reason for moving: _____
 Have you ever been evicted from a rental dwelling? Yes No If Yes, when? _____
 Have you ever violated a lease, rental agreement, or regulation at a former rental dwelling? Yes No
 If Yes, please explain: _____

Employment History

If you are a full time student, and your parents are your sole source of income please check here:

Full Name of Parents: _____
 Parents Full Address: _____
 Parents Phone Number(s): _____
 Parents E-Mail Addresses: _____

If you are employed please check here, and answer the applicable questions below:

Currently Employed by: _____
 Address of Employer: _____
 Occupation: _____ Term of Employment: _____
 Gross Monthly Income: \$ _____ Supervisor's Name: _____
 Supervisor's Phone Number: _____ Fax Number: _____

Spouse Employment History (if applicable)

If you are a full time student, and your parents are your sole source of income please check here:

Full Name of Parents: _____
 Parents Full Address: _____
 Parents Phone Number(s): _____
 Parents E-Mail Addresses: _____

Credit References

Include Credit Cards, Lines of Credit, Car Loans, Etc.

Creditor's Name	Account #	Balance	Payment	Credit Limit	Exp Date

Bank References

If you have a line-of-credit on your checking account, please state the limit: \$ _____

1. Checking Account No. _____ Approx Balance: \$ _____
 Name of Bank: _____ Branch: _____
2. Checking Account No. _____ Approx Balance: \$ _____
 Name of Bank: _____ Branch: _____
3. Checking Account No. _____ Approx Balance: \$ _____
 Name of Bank: _____ Branch: _____
4. Savings Account No. _____ Approx Balance: \$ _____
 Name of Bank: _____ Branch: _____

Character References

1. Name _____ Phone No. _____
Address: _____ Relationship: _____
2. Name _____ Phone No. _____
Address: _____ Relationship: _____

Emergency Contact(s)

1. Name _____ Relationship: _____
Address: _____
Phone Nos.: _____
2. Name _____ Relationship: _____
Address: _____
Phone Nos.: _____

How Did You Hear About Us?

- Sign** **Website:** _____ **Referral:** _____ **Other** _____

Signature

I, as applicant, hereby represent that the statements above are true and correct and hereby authorize verification of references whereby information is obtained through personal interviews with my landlord, employer, or others with whom I am acquainted. I also understand that a credit report will be obtained from Kroll Factual Data. This inquiry includes information as to character, general reputation, personal characteristics, and mode of living. Owner/Agent has the right to reject this application and to refuse possession of the accommodations or leased remises for which this application is submitted in the event this information is found to be false or inaccurate in any material way.

The **NON-REFUNDABLE** application fee is \$50.00 for single applicants, \$75.00 for married applicants.

Applicant

Date

Hold Deposit Disclaimer

CONDITIONS:

A \$500 Hold Deposit is required when I submit applications. I understand that upon approval, the Hold Deposit shall be applied toward my Security Deposit balance. I also understand that once my application is approved, I am required to enter into a lease agreement for the property I am submitting the application for. Should I decline to enter into a lease agreement for this property, my Hold Deposit shall be retained as liquidated damages for taking the property off the market for lease. I understand that should my application be declined, I will be refunded the Hold Deposit.

Applicant

Date

Fort Collins Property Management

Consent to Release Information

CONSENT:

I authorize and direct any Federal, State or local agency, organization, business or individual to release information that will verify certain facts as represented on my application in order to rent a property from Fort Collins Real Estate.

This includes records of my rental payment history including a general credit report, any violations of my lease or occupancy policies, employment history including contacting my present/previous employer or such records and information as needed by management pursuant to the property's established Credit and Occupancy Policy.

INFORMATION COVERED:

Verifications and inquiries that may be requested include, but are not limited to: Identity, Income, Residence Activity, Employment, Criminal Activity, and Credit.

GROUPS THAT MAY BE ASKED:

Previous Landlords	Past and Present Employers
Courts and Post Office	Schools and Colleges
Law Enforcement Agencies	Utility Companies
Credit Providers and Credit Bureaus	Banks or Financial Institutions
Present Neighbors	State or Federal Housing Providers

CONDITIONS:

I agree that a photocopy of this authorization may be used for the purposes stated above. The original is on file and will stay in effect for thirteen (13) months from execution. I understand I have a right to review my file and to correct any information that I can prove incorrect.

Applicant

Date