

Serafini Builder's & RE Corp.
3724 Carman Rd Schenectady NY 12303
(518) 355-4720 Office, (518) 356-0895 Fax

Residential Rental Application
Non-refundable \$20 application processing fee
www.serafinibuilders.com

Smoking is not allowed in this rental unit, basement, deck or patio, building hallways or foyer.

Notice: Co-Applicant must complete a separate rental application form.

FOR OFFICE USE ONLY		
Date Available/Lease term Begins _____	Application Fee Paid: <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____	
Apartment Address _____		
Lease Term _____	Apt Rent \$ _____	Security Deposit \$ _____

PERSONAL INFORMATION		
APPLICANT'S FULL NAME _____ Date of Birth _____		
Social Security No. _____ Driver's License No./State _____ copy <input type="checkbox"/>		
SPOUSE'S FULL NAME _____ Date of Birth _____		
Social Security No. _____ Driver's License No./State _____ copy <input type="checkbox"/>		
Full Names of All Other Residents:	Relationship To You	Date of Birth

RESIDENCE HISTORY		
PRESENT ADDRESS _____		
Street	City / State / Zip	
Your Phone # _____	Dates: From _____ To _____	
Present Landlord or Mortgage Co. _____		Landlord's Phone (_____) _____
Monthly Payment \$ _____ Reason For Moving _____		
PREVIOUS ADDRESS _____		
Street	City / State / Zip	
Dates of Residency At This Address: From _____ To _____		
Present Landlord or Mortgage Co. _____		Telephone (_____) _____
Monthly Payment \$ _____ Reason For Moving _____		

EMPLOYMENT INFORMATION	
PRESENT STATUS: <input type="checkbox"/> Employed Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Not Employed <input type="checkbox"/> Retired <input type="checkbox"/> Student	
PRESENT EMPLOYER: (or most recent) _____ Supervisor _____	
Employer's Address _____	
Telephone (_____) _____	Dates Employed: From _____ To _____
Position Held _____ Gross Monthly Income \$ _____	
PREVIOUS EMPLOYER: _____	
Employer's Address _____	
Telephone (_____) _____	Dates Employed: From _____ To _____
IF STUDENT, LIST SCHOOL: _____ School Telephone (_____) _____	

PRESENT STATUS: ☐ Employed Full-Time ☐ Part-Time ☐ Not Employed ☐ Retired ☐ Student

SPOUSE'S PRESENT EMPLOYER: _____ Supervisor _____

Employer's Address _____

Telephone (____) _____ Dates Employed: From _____ To _____

Position Held _____ Gross Monthly Income \$ _____

If there are other sources of income you would like us to consider, please list income, source and person (Banker, Employer, etc.) who we could contact for confirmation.

** You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.*

Amount \$ _____ Per _____ Source _____ Telephone (____) _____

BANKING AND CREDIT REFERENCES			
Your Bank	City-State/Branch	Acct. Number & Type	Telephone

OTHER INFORMATION	
TOTAL NUMBER OF VEHICLES (Including Company Vehicles) _____	
Make/Model _____ Year _____ Color _____ Tag No./State _____	
Make/Model _____ Year _____ Color _____ Tag No./State _____	
Other Car, Motorcycle, etc. _____	
HAVE YOU OR CO-APPLICANT EVER:	
Been evicted or asked to move out? <input type="checkbox"/> Yes <input type="checkbox"/> No Broken a Rental Agreement or Lease? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Been sued for damage to rental property? <input type="checkbox"/> Yes <input type="checkbox"/> No Declared Bankruptcy? <input type="checkbox"/> Yes <input type="checkbox"/> No	
In Case of Personal Emergency, Notify: _____ Relationship _____	
Address _____ Home Phone (____) ____ - _____ Work Phone (____) ____ - _____	

AUTHORIZATION
<p><i>I hereby apply to lease the above described premises for the term and upon the conditions above set forth and agree that the rental is to be payable the first day of each month in advance. As an inducement to the owner of the property and to the agent to accept this application I warrant that all statements above set forth are true.</i></p> <p><i>I hereby deposit \$20 as a non-refundable application fee. If the application is approved and accepted I agree to execute a lease before possession is given and to pay the security deposit within ten (10) business banking days after being notified of acceptance. If the application is approved and accepted and I refuse to enter into a lease agreement for the period of time called for in the application, the sum received shall be retained by the owner as liquidated damages. This agreement shall in no way bind the owner to accept this application for tenancy (the acceptance or rejection of the applicant as a tenant shall remain with the sole discretion of the owner). I also agree to maintain sufficient property damage and liability insurance to fulfill my responsibility under the lease and to have the utilities turned on in the apartment under my name prior to taking occupancy after the lease has been signed.</i></p> <p><i>I authorize you to contact any references that I have listed. I also authorize you to obtain my consumer credit report from your credit-reporting agency and periodically re-run this check at any time in the future to verify the truth and accuracy of any information given on this application.</i></p> <p>Absolutely no pets allowed on premise. No smoking allowed in any rental building or basement. Units will not be available for occupancy until 3:00 pm of the day the lease term begins.</p> <p>APPLICANT'S SIGNATURE _____ DATE _____</p> <p>SPOUSE'S SIGNATURE _____ DATE _____</p>