



VIRGINIA ASSOCIATION OF REALTORS®
APPLICATION FOR RESIDENTIAL LEASE

(This is a legally binding contract. If not understood, seek competent advice before signing.)

The property will be shown and made available to all persons without regard to race, color, creed, religion, national origin, sex, familial status, handicap, or elderliness in compliance with all applicable federal, state and local fair housing laws and regulations.

This Application for Residential Lease (the "Application") is made as of the ____ day of _____, _____ by and between _____ ("Applicant", individually and collectively) and _____ ("Landlord") through _____ ("Listing Broker" or "Agent," who represents Landlord), and _____ ("Leasing Broker," who does or does not represent Applicant). If Listing Broker is engaging in dual or designated agency, a separate consent agreement has been entered into by Listing Broker and Applicant.

Applicant hereby applies for a residential dwelling unit (the "Dwelling Unit") located at _____, Virginia, in the City/County of _____, for occupancy commencing on _____ at an initial monthly rent payment of _____ Dollars (\$_____). All persons over the age of 18 who will reside in the Dwelling Unit must complete this Application.

PLEASE FILL IN ALL INFORMATION COMPLETELY

1. Applicant Information.

	Applicant #1	Applicant #2	Applicant #3
Name			
SSN/ITIN			
Date of Birth			
Home #			
Work #			
Cell Phone #			
Present Address			
Years			
Landlord			
Landlord Address			
Landlord Phone			
Previous Address			
Years			
Landlord			
Landlord Address			
Landlord Phone			
Presently Employed By			

	Applicant #1	Applicant #2	Applicant #3
How long?			
Position			
Salary (Wk., Mo., Yr.)	\$	\$	\$
Supervisor			
Telephone			
Formerly Employed By			
How long?			
Supervisor			
Other Occupants: Name/Age/Relationship			
Email Address:			

2. Vehicle Information:

	<u>Applicant #1</u>	<u>Applicant #2</u>	<u>Applicant #3</u>
Number of Vehicles			
Make			
Model			
License #			

3. Pets:

	<u>Applicant #1</u>	<u>Applicant #2</u>	<u>Applicant #3</u>
Type			
Breed			
Color			
Weight			

4. If you are presently in the Armed Services, state:

	<u>Applicant #1</u>	<u>Applicant #2</u>	<u>Applicant #3</u>
Branch			
Rank			
Outfit			
Telephone			

5. Other Income You Would Like Landlord to Consider:

	Applicant #1	Applicant #2	Applicant #3
Amount (Wk., Mo., Yr.)	\$	\$	\$
Source			

6. Bank or Savings Accounts:

	Applicant #1	Applicant #2	Applicant #3
Bank Name/Address Account No. Type of Account			
Bank Name/Address Account No. Type of Account			
Bank Name/Address Account No. Type of Account			

7. In Case of Emergency Notify:

	Applicant #1	Applicant #2	Applicant #3
Name			
Address			
Phone			
Relationship			

8. Rental and Credit History:

a. Reason for leaving current residence:

Applicant #1	Applicant #2	Applicant #3

b. Have you ever been rejected for tenancy? If Yes, please explain:

Applicant #1	Applicant #2	Applicant #3
<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Yes / <input type="checkbox"/> No

c. Have you ever refused to pay rent when due, been a defendant in an unlawful detainer action or eviction, or otherwise been sued by a landlord for matters related to a tenancy? **If so, please give details, and the status of any pending actions:**

Applicant #1	Applicant #2	Applicant #3
<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Yes / <input type="checkbox"/> No

d. Have you ever filed for bankruptcy? If so, please give dates of filing and status of case:

Applicant #1	Applicant #2	Applicant #3
<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Yes / <input type="checkbox"/> No

e. Please give the names and phone numbers for three references:

Applicant #1	Applicant #2	Applicant #3
Name: _____ Phone #: _____	Name: _____ Phone #: _____	Name: _____ Phone #: _____
Name: _____ Phone #: _____	Name: _____ Phone #: _____	Name: _____ Phone #: _____
Name: _____ Phone #: _____	Name: _____ Phone #: _____	Name: _____ Phone #: _____

9. CRIMINAL HISTORY: Has any Applicant ever been convicted of, pleaded guilty to, or entered a plea of no contest to any felony, or to any misdemeanor for a crime that involved harm to any other person or property? **If the answer is Yes, please give all details, including the specific offense(s), date(s), sentence(s) and jurisdiction(s) in which the offenses occurred, as well as any information on the status of any current probation.**

Applicant #1	Applicant #2	Applicant #3
<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Yes / <input type="checkbox"/> No	<input type="checkbox"/> Yes / <input type="checkbox"/> No

10. CHECK IF ANY APPLICANT OWNS: CAMPER MOTORCYCLE BOAT TRUCK TRAILER

11. APPLICATION FEE/THIRD PARTY COSTS/APPLICATION DEPOSIT: Each Applicant must pay at the time this Application is made the following, non-refundable amounts: i) an Application Fee in the amount of _____, and (ii) payment for third party costs incurred by Landlord in the amount of _____. In addition, the Applicant must pay an Application Deposit in the amount of _____ at the time this Application is made, which may be refundable to Applicant, in accordance with Section 12 of this Application. The Application Deposit will convert into the Security Deposit on the Commencement Date of the Lease Agreement.

12. OBLIGATION TO ENTER INTO LEASE AGREEMENT/ DAMAGES: Upon submission of this Application by Applicant, Agent reserves the right to remove the Dwelling Unit from the available rent list. If this Application is denied by Landlord, the Application Deposit shall be refunded to Applicant. If this Application is approved and Applicant fails to rent the Dwelling Unit, Landlord shall be entitled to retain that part of the Application Deposit equal to Landlord’s actual damages and expenses as provided in Section 55-248.6:1 of the Virginia Residential Landlord Tenant Act (“VRLTA”).

13. GUARANTY. Please provide the following information if the Lease Agreement will be guaranteed, in accordance with the Rental Selection Criteria of Listing Broker or Landlord.

Name of Guarantor : _____
 Relationship: _____
 SSN/ITIN: _____
 Date of Birth: _____
 Address:
 Phone Number: _____

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 Relationship: _____
 SSN/ITIN: _____
 Date of Birth: _____
 Address:
 Phone Number: _____

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 Relationship: _____
 SSN/ITIN: _____
 Date of Birth: _____
 Address:
 Phone Number: _____

14. **APPLICANT INVESTIGATION:** Applicant should exercise whatever due diligence Applicant deems necessary with respect to information on the Dwelling Unit, including without limitation, mold, lead-based paint, pests or insects, and any sexual offenders registered under Chapter 23 (sec. 19.2-387 et seq.) of Title 19. Information regarding registered sex offenders may be obtained by contacting your local police department or the Department of State Police, Central Records Exchange at (804) 674-2000 or www.vsp.state.va.us. Upon Applicant's request, Landlord will provide Applicant with a copy of the Lease Agreement for review.

15. **INFORMATION CORRECT:** Each Applicant hereby certifies that the information contained in this Application is true and correct to the best of Applicant's knowledge and belief. Each Applicant hereby authorizes Listing Broker to conduct a credit check on Applicant and such background checks as determined appropriate by Listing Broker to verify information provided herein by Applicant for approval or rejection of this Application.

16. **OTHER PROVISIONS:**

We have read the terms and conditions of this Application. We understand this is a binding contract separate and apart from the Lease Agreement.

Applicant #1 Signature

Date: _____

Type of ID: _____

Copy of Photo ID: Yes / No

Applicant #2 Signature

Date: _____

Type of ID: _____

Copy of Photo ID: Yes / No

Applicant #3 Signature

Date: _____

Type of ID: _____

Copy of Photo ID: Yes / No

SIGNATURE OF GUARANTOR:

Date: _____

SIGNATURE OF GUARANTOR:

Date: _____

SIGNATURE OF GUARANTOR:

Date: _____

The undersigned acknowledges the receipt of the following fees and deposits:

Applicant #1	Applicant #2	Applicant #3
Application fee:\$ _____	Application fee:\$ _____	Application fee:\$ _____
Check No. _____ or Cash _____	Check No. _____ or Cash _____	Check No. _____ or Cash _____
Third Party Costs:\$ _____	Third Party Costs:\$ _____	Third Party Costs:\$ _____
Check No. _____ or Cash _____	Check No. _____ or Cash _____	Check No. _____ or Cash _____

An Application Deposit in the amount of \$ _____, paid by check number _____, or cash _____ which shall be deposited in the Landlord or Authorized Agent's escrow account within five (5) days after the Commencement Date of the Lease Agreement.

SIGNATURE OF Recipient:
Date: _____

Leasing Broker's Address: _____
Phone number: _____ Cell phone or pager number: _____
Email: _____

OFFICE USE ONLY	
Application Received: Date _____	Time _____
Application Reviewed By _____	
Accepted <input type="checkbox"/>	Rejected <input type="checkbox"/> Withdrawn <input type="checkbox"/> Applicant notified; Date _____ Time _____
DISCLOSURES: If applicable, Applicant has been provided with the following disclosures	
_____ Military Air Installation	
_____ Defective Drywall	

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