

MANAGER'S LIST - Visual proof of Identification & Social Security# ☐ YES ☐ NO PLEASE ATTACH PHOTOCOPY

- ☐ FUTURE TENANT
 ☐ W/ CURRENT TENANT
 ☐ CO-SIGNER

Community Name	Address	Rent	Move In Date
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APPLICATION TO RENT

EACH PERSON OVER THE AGE OF 18 MUST COMPLETE A SEPARATE APPLICATION

APPLICANT'S Last Name	First	Middle	Birthdate	Email	Soc. Sec. #
Names and ages of other occupants				Phone ()	ID #
Names and ages of other occupants				Do you have pets? ☐ Yes ☐ No	List Pets

CURRENT RESIDENCE

APPLICANT'S <u>Present</u> Street Address (include apt #)	City	State	Zip	Move-In Date ____ Mo. ____ Yr.	☐ OWN ☐ RENT	Applicant Phone ()	Monthly Payment \$
Name of ☐ Present Landlord ☐ Mortgage Co. ☐ Apartment Community ☐ Other(Specify)					Landlord Phone ()		Landlord Email
Why are you vacating your current residence?							
APPLICANT'S <u>Previous</u> Street Address (include apt #)	City	State	Zip	Move-In Date ____ Mo. ____ Yr.	Move-Out Date ____ Mo. ____ Yr.	☐ OWN ☐ RENT	Monthly Payment \$
Name of ☐ Previous Landlord ☐ Mortgage Co. ☐ Apartment Community ☐ Other(Specify)					Landlord Phone ()		Landlord Email

INCOME/EMPLOYMENT HISTORY

APPLICANT Employed By or Income Source				Supervisor/Verification Email		Since ____ Mo. ____ Yr.	
Address				City	State	Zip	Phone ()
				Position Held		Income per ☐ Mo. ☐ Hr.	
APPLICANT Employed By or Income Source				Supervisor/Verification Email		Since	
Address				City	State	Zip	Phone ()
				Position Held		Income per ☐ Mo. ☐ Hr.	
ADDITIONAL INCOME SOURCE		Amount	Frequency	ADDITIONAL INCOME SOURCE		Amount	Frequency
Auto #1(Make & Model)		License Plate		State	Auto #2(Make & Model)		License Plate

ADDITIONAL INFORMATION

Name of APPLICANT'S Nearest Relative	Relationship	Address	City	State	Zip	Phone ()
Emergency Contact	Relationship	Address	City	State	Zip	Phone ()
Have you ever filed for bankruptcy?				Describe:		
Applicant ☐ Yes ☐ No Date _____ Spouse ☐ Yes ☐ No Date _____						
Has an eviction ever been filed against you?				State/County		
Applicant ☐ Yes ☐ No Date _____ Spouse ☐ Yes ☐ No Date _____				Describe:		
Have you ever pleaded guilty to, been convicted of, or have pending against you, a criminal charge?				State/County		
Applicant ☐ Yes ☐ No Date _____ Spouse ☐ Yes ☐ No Date _____				Describe:		

NON-REFUNDABLE APPLICANT(S) SCREENING CHARGE \$ _____

In compliance with State and Federal laws, this is to inform you that an investigation involving the statements made regarding your rental application with this landlord is being initiated. You have the right to dispute the information reported. Direct inquiries to Bemrose Consulting. All or part of the above information may be made available to other services unless this box ☐ is checked. I/We certify that to the best of my knowledge all statements are true and complete. I/We further authorize Bemrose Consulting to obtain credit reports, character reports, verification of rental, employment, and criminal history as necessary to verify all information put forth in the above referenced application process. False, fraudulent, or misleading information may be grounds for denial of tenancy or subsequent eviction.

Signed _____ Dated _____
 Applicant

Signed _____ Dated _____
 Landlord

I am aware that an incomplete application causes a delay in processing and may result in denial of tenancy



SCREENING CRITERIA

PORTABLE SCREENING REPORTS: Moland Management will accept Portable Screening Reports but will also require an application to be screened by Moland Management's contracted screening company. There will be no fee, to the applicant for such, once a portable screening report is provided to molandmanagement@gmail.com. Moland staff will assist with completion of the rental application for those with portable reports. Do not complete your rental application online if you have a portable report unless directed by Moland staff to do so.

Each prospective applicant, over the age of 18, is required to complete a rental application. The easiest way is online at molandmanagement.net.

Payment for screening will be required via personal check, money order or cashier's check.

- 1. All applicants, over the age of 18, must complete and sign an individual rental application.**
- 2. The appropriate application fee will be paid for each separate application and must be received prior to beginning the processing of the application(s). All application fees are non-refundable after the applications are processed unless otherwise specified in writing.**
- 3. The applicant's credit shall be subject to management's discretion. Management may decline applicants with judgments, collections or other adverse conditions on their credit reports.**
- 4. All applications will be screened by an accredited screening service of Management's choice even if a portable screening report is provided.**
- 5. False statements made on the rental application may be grounds for immediate denial of the rental application.**
- 6. Derogatory information received from prior landlords or other sources may cause immediate denial of the rental application.**
- 7. Where the applicant's income source is wages, the applicant must have verifiable, stable employment of at least six months.**
- 8. If an applicant receives income from sources other than employment, such as state or federal funds or a retirement fund, this income must be verified.**
- 9. Total income must be at least three times the tenant's portion of the rental amount of all applicants for the unit.**
- 10. Applicant(s) must have at least six months of verifiable rental history that indicates payments received as agreed, proper notice to vacate, and no damage to property; or satisfactory mortgage credit history. College and military housing history may be considered. Adverse housing references are grounds for immediate denial of an application.**
- 11. Criminal activity or conviction of an applicant may be grounds for denial of rental application. Moland will consider number of and severity of offenses, length of time since offense and history portraying rehabilitation since.**
- 12. Occupancy is generally limited to no more than two persons per bedroom – certain exceptions shall be granted based on square footage of the dwelling and/or age of applicants.**
- 13. Certain pets will or will not be allowed per landlord's preference with some restrictions and a non-refundable fee.**
- 14. Co-signers will be allowed only where there is lacking credit, income, or employment – not to compensate for derogatory or lacking rental history.**



Moland Management Company is an Equal Housing Opportunity (EHO) provider and is committed to complying with all applicable federal, state, and local Fair Housing laws. We provide reasonable accommodation for applicants and residents in accordance with these laws.