

See last page for our contact information and how applications are collected.

## Application for Rental

**Each adult completes a separate application • Fee \$40 per adult (cash/credit card) • Incomplete applications will be rejected**

Desired Rental Unit Address: \_\_\_\_\_

Desired Start Date: \_\_\_\_\_

Term desired: \_\_\_\_\_ (eg, month to month, yearly, etc)

### Applicant Information

Full Name \_\_\_\_\_ SSN \_\_\_\_\_ DOB: \_\_\_\_\_

Phone number: \_\_\_\_\_ When is best to call? \_\_\_\_\_

*Please note: The following phone numbers are requested as part of the identity verification process to combat identity theft. We will need at least one phone number to match the phone number history provided by the credit bureaus. If you have any notes or special requests about communicating with you, please provide that information as well.*

Primary Cellphone Number: \_\_\_\_\_ if none, landline number: \_\_\_\_\_

If either of the numbers above are new, please provide previous or alternate primary phone numbers below, even if they are now disconnected. You may also provide any additional information or requests regarding these numbers or communicating with you:

Email: \_\_\_\_\_ (Note: required for TransUnion identify verification and credit release)

List ALL other residents, including children (include full name and date of birth)

*Please note: We have a "2 heartbeats per bedroom" requirement in accordance with fire codes. For example, for a 2 bedroom unit, no more than 4 people (adults and children total) may occupy the unit. We also do not allow bedrooms or sleeping accommodations in basements, also due to fire codes.*

Why are you leaving your current address?

\_\_\_\_\_

When do you need to move? \_\_\_\_\_

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#### 4 Year Address History

Date From/To	Address	\$/month	LL/Verification Name & Phone*	Reason for Leaving

\*LL / Verification Name & Phone is a contact person that can verify your residency. If the property was a rental, provide your landlord's contact. If you owned or lived with family, provide a neighbor or family member's contact information.

#### 2 Year Employment and/or Other Income History

Date From/To	Employer/Income Source	Job Title (if applic.)	Salary/Amt	HR Contact (if applic.)

If you receive additional sources of income, including Section 8, social security, retirement, etc, please explain below.

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\*\* Note: please attach proof of all income sources, 2 pay stubs, sec 8 voucher, SS award letter, etc.

#### Animals (include service animals/ESA's)

Name	Age In years	Breed/Type	County Dog Tag# If applicable	Rabies Tag # If applicable	If ESA/Service Animal name of prescribing authority

#### Vehicles (include year, make, model, color and license plate number)

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**Emergency Contacts (include at least 1)**

Name Relationship	Address	Phone	

**Miscellaneous Information**

1. Do you smoke? Yes No
2. Does anyone in your household smoke? Yes No
3. Are you able to submit payment electronically, for example, through billpay or linking a checking account? Yes No
4. Please provide the bank name with which you have a checking account:

For the following questions, you may attach additional paper if necessary:

5. Have you ever filed for bankruptcy? Yes No
- .. If Yes: When? \_\_\_\_\_ ... What County/State? \_\_\_\_\_
6. Have you ever had an eviction filing? Yes No

If yes, please provide the date, location and circumstances around the filing, as well as the resolution, if any:

7. Please explain any issues that may be mentioned by previous landlords or residence verifiers:
8. Please explain any issues that may appear on your credit check:
9. Please explain all criminal convictions (include location, charge and date) that may appear on your background check, or any other relevant information we may need to take into account during review of your application or screening results:

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**Please attach proof of all income sources: 2 pay stubs, sec 8 voucher, SS award letter, etc.**

**Bring your social security card or other proof of SSN, and official Photo ID when submitting this application.**

## Authorization & Release

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I/we, the undersigned, authorize Kenmore Park Management Company, Landlord, and its agents to conduct an investigation and/or obtain an investigative consumer credit or background report, including but not limited to:

- Credit History
- Address History (including information about or related to the landlord-tenant relationship)
- Verification of banking relationship and accounts
- Employment History (including job title, dates, supervisor name, pay rate and termination reason, if any)
- OFAC Search
- Landlord/Tenant Court
- Criminal Records
- Sex Offender Search
- Opinions about the conduct and behavior of any applicant or their household

I authorize the release of information from previous or current landlords, employers, bank representatives, any person or entity named on this application, and/or any person or entity identified during the background check process.

This investigation is for resident screening purposes only, and is strictly confidential. These reports may contain information compiled from sources believed to be reliable, but the accuracy of which cannot be guaranteed.

Any information provided as a subjective opinion will be treated as an opinion and kept confidential.

I fully release Kenmore Park Management Company, landlord, and its employees, directors, successors and assigns, and all contributing parties or sources from whom any information is lawfully obtained, from any and all claims or liability which is in any way related to this or any subsequent investigation(s) necessary to complete this application and servicing of the lease agreement.

Printed Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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



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Important Information about your rights under the Fair Credit Reporting Act:

- You have a right to request disclosure of the nature and scope of the investigation
- You must be told if information in your file has been used against you
- You have a right to know what is in your file, and this disclosure may be free
- You have a right to ask for a credit score (there may be a fee for this service)
- You have the right to dispute incomplete or inaccurate information. Consumer reporting agencies must correct inaccurate, incomplete or unverifiable information.

A summary of your rights under the Fair Credit Reporting Act is available by visiting or writing (Para información en Español, visite o escriba): <http://www.ftc.gov/credit> -- Consumer Response Center: Room 130-A, Federal Trade Commission, 600 Pennsylvania Avenue N.W., Washington DC 20580

### Instructions

Please see our website: [www.kpmc.biz](http://www.kpmc.biz), for a detailed document on our application criteria.

If you have any questions, the quickest way to reach us is via email: [rent@kpmc.biz](mailto:rent@kpmc.biz)

**When you have completed this application and assembled any necessary documentation, please let us know by sending a quick note to [rent@kpmc.biz](mailto:rent@kpmc.biz).**

You do not need to attach your completed application to the email or submit it electronically. We will schedule a mutually convenient time to meet you at the property to collect your application, your application fee (if paid in cash) and answer any questions you may have. You can also take this opportunity for a guided tour of the property.

If you prefer to pay for your application via credit card, we can email you the link after your application is collected.

Even if you do decide to submit your application via email and pay by credit card, we will still need to meet you in person to verify identity documents.

If we have multiple applications for the same property, we will refund the application fees of all applications we do not process.