SAFEGUARD REALTY MANAGEMENT

Apartment Lease Application Form

Property Address: _____ Apt# _____
Rent/Mo $ _____ Desired Move-in Date _____

Applicant/Guarantor Information

Applicant Name _____ DOB _____ SS# _____
Current Home Address _____ City _____
State _____ Zip _____ Phone _____ Email _____
Driver's License/ State ID # _____ State _____
Present Landlord/Management Co. _____ Telephone # _____
Length of Tenancy _____ Rent Amount Paid $ _____
Previous Home Address _____ City _____ State ____ Zip _____

Applicant's Employment or School Information

Present Employer _____
Employer's Address _____ Business Phone _____
Position _____ Length of Employment _____ Monthly Income _____
Other Income $ _____ Source of Other Income _____ Total Annual Income $ _____
Supervisor Name and Title _____ Direct Phone/Email _____
Do you engage in a home occupation? Yes No If Yes, Please Explain _____
Previous Employer _____
Previous Employer's Address _____ Business Phone _____
Position _____ Length of Employment _____ Monthly Income _____
Supervisor Name and Title _____ Direct Phone/Email _____

Employment & Income Documentation Being Provided: _____

Guarantor(s) Information

Will there be a Guarantor(s) of Lease? Yes No If yes, name of Guarantor(s)* _____

_____

***Please Note: Each Applicant and/or Guarantor must complete a separate Apartment Lease Application Form and provide all required documentation.**

Name of Other Persons to Occupy Apartment	Relationship	Date of Birth	Social Security #

NEW YORK OFFICE: 138 WEST 25TH STREET, 11TH FLOOR • NEW YORK, NY 10001 • PHONE (212) 947-0007 • FAX (212) 947-2760
NEW JERSEY OFFICE: 73 WASHINGTON STREET • BLOOMFIELD, NJ 07003 • PHONE (973) 658-5255 • FAX (973) 771-5048
EMAIL: INFO@SAFEGUARDREALTY.COM • WEBSITE: WWW.SAFEGUARDREALTY.COM

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Additional Information

In case of emergency, please contact: Name _____ Relationship _____
Address _____ Phone _____

Have you been known by any name (or nickname) other than the one listed above? _____

Have the applicant or other potential occupants ever been arrested, indicted, convicted of a felony or misdemeanor? Yes No If yes, please explain: _____

Have any judgments been entered against applicant or other potential occupants? Yes No
If yes, please explain: _____

Have you or other potential occupants ever been evicted or been involved in Landlord/Tenant court proceedings? Yes No If yes, please explain: _____
_____

Have you or other potential occupants ever declared bankruptcy? Yes No If yes, please explain:
_____

Have you been delinquent in paying rent in the last 5 years? Yes No If yes, please explain: _____
_____

Pet Information Total number of pet(s) _____
Name of Pet _____ Type of Animal _____ Breed _____
Age _____ Weight _____ Color _____ License # _____
Name of Pet _____ Type of Animal _____ Breed _____
Age _____ Weight _____ Color _____ License # _____

How did you find the apartment? Craigslist.org StreetEasy.com Padmapper.com
RentHop.com Hotpads.com Trulia.com SafeGuardRealty.com
Other source? Please explain _____

Fair Credit Reporting. A consumer credit or consumer investigative report may be requested in connection with this application to lease an apartment. Subsequent similar reports may be requested or utilized in connection with an update, renewal, or extension of this application. In submitting this application applicant authorizes owner/agent to request, receive, and investigate consumer credit reports and consumer investigative reports. I hereby certify that the statements made in this application have been examined by me and are true, correct, and complete to the best of my knowledge. I have no objection to inquiries being made in the future for the purpose of verifying the facts in this application or determining the qualifications of my application. I understand that the filing of this application in no way obligates owner/agent to reserve or lease an apartment to me. I authorize verification of the information from my credit sources, credit bureaus, current and previous landlords and employers and personal references.

_____ _____
Signature of Applicant Date

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