

**The Terrace Condos
TENANT SCREENING APPLICATION**

Any person residing in the Terrace Condos property over the age of eighteen must be screened. All applicants and co-applicants must pay an application fee of \$35.00 and provide a copy of a valid government issued ID.

(INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED)

This rental application is requested to assist the landlord in connection with the lease of his/her property. The information requested below is necessary to complete rental, criminal, employment, and credit screenings on all parties desiring to live in a unit over the age of eighteen. Your cooperation is appreciated and this information will be kept in confidence and used only in relation to the lease agreement. Please complete the application in its entirety and note that failure to do so may delay the processing or cause the Association to reject your application. The application fee must be made **payable to Randall Management** and submitted in certified funds (i.e. cashier's check or money order). Homeowners may pay with a personal check.

ABSOLUTELY NO CASH WILL BE ACCEPTED!

Date Received: / /

Received By: _____

Payment Method: _____

Approved/ Denied

Date Notified: / /

Manager's Initials: _____

Date: _____ Applying for Unit #: _____

Applicant's full name: _____

Phone #: (____) ____-____ Home (____) ____-____ Work (____) ____-____ Cellular

Date of Birth _____ Social Security # _____

Driver's License # _____ State _____

Spouse/Co-Applicant: _____

Phone #: (____) ____-____ Home (____) ____-____ Work (____) ____-____ Cellular

Date of Birth _____ Social Security # _____

Driver's License # _____ State _____

Occupant(s)

Name(s) of all persons to be occupying the leased premises:

Name: _____ Relationship: _____ Date of Birth: _____

Name: _____ Relationship: _____ Date of Birth: _____

Name: _____ Relationship: _____ Date of Birth: _____

Name: _____ Relationship: _____ Date of Birth: _____

Parking

List all vehicles to be parked on premises by applicant, spouse, or children.

Make/Model _____ Color _____ Year ____ Tag # _____ State ____

Make/Model _____ Color _____ Year ____ Tag # _____ State ____

Pets

Will you or the other occupants have a pet? Yes _____ No _____

Number of pets: _____ Type: _____ Weight: _____ Breed: _____

Criminal Background

Have you or the co-applicant ever been convicted of a crime? Yes _____ No _____

If yes, please list details _____

_____.

Evictions

Have you or any co-applicant ever been evicted? Yes _____ No _____

Have you or any co-applicant ever broken a lease contract? Yes _____ No _____

Do you have a waterbed? Yes _____ No _____

If yes, do you have waterbed insurance? Yes _____ No _____

(Insurance must be provided upon move-in).

Correct Information

False information provided above shall be grounds for **Randall Management's** rejection of this application, retention of the application fee(s), and deposit(s) if any, as liquidated damages for the expenses of processing this application, and termination of applicant's/tenant's right of occupancy. The undersigned represents that the above statements are true and complete and hereby authorizes verification of said information. **Signature below authorizes Randall Management to obtain and provide Landlord/Managing Agent the criminal background report.**

Signature of Applicant

Date: _____

Signature of Co-Applicant

Date: _____