



705 South 4th Street  
Murray KY 42071

For Office Only.

Date: \_\_\_\_\_  
 Property: \_\_\_\_\_ Apt No: \_\_\_\_\_  
 Rent \_\_\_\_\_

Please complete all requested information on the first and second page of this form. Thank you for your interest in our apartments

(Applicants must be 18 or older to apply)

Cornerstone Realty and Rental requires a nonrefundable Application Fee of \$30.00 for each person over the age of 18 years old and a deposit equal to one month's rent to hold the property for a period of one week for the following applicant. If the applicant is approved, said Security Deposit will be credited to the applicant as required in the lease. If the applicant is approved but refuses to sign a lease, said deposit will be forfeited to Cornerstone Realty and Rental as liquidated damages. However, if the applicant is approved but another applicant is approved first, the deposit will be returned in full to this applicant.

Date of Application \_\_\_\_\_

Desired Date to move in will be \_\_\_\_\_ days after approval

### Personal Information

Applicant's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
 Driver's License No./State \_\_\_\_\_, \_\_\_\_\_ Cell Phone \_\_\_\_\_  
 Social Security No. \_\_\_\_\_ Email \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
 Co-Applicants Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
 Driver's License No./State \_\_\_\_\_, \_\_\_\_\_ Cell Phone \_\_\_\_\_  
 Social Security No. \_\_\_\_\_ Email \_\_\_\_\_  
 Home phone \_\_\_\_\_ Work phone \_\_\_\_\_

Full Names of All Residents	Relationship to You	Date of Birth

### Residence History

Present Address \_\_\_\_\_

Dates Lived at this Address: From \_\_\_\_\_ To \_\_\_\_\_

Monthly payment \$ \_\_\_\_\_ Reason for Moving \_\_\_\_\_

Present Landlord \_\_\_\_\_ Phone \_\_\_\_\_

Present Address \_\_\_\_\_

Date Lived at this Address: From \_\_\_\_\_ To \_\_\_\_\_

Previous Landlord \_\_\_\_\_ Phone \_\_\_\_\_

Monthly Payment \$ \_\_\_\_\_ Reason for Moving \_\_\_\_\_

Do you have any pets \_\_\_\_\_ How Many \_\_\_\_\_ Breed /size ( weight) \_\_\_\_\_

## Employment Information

Applicant's current employment status (check one ).

Full time  part time ( less than 32 hours per week)  Student  Retired  Self Employed  unemployed

### Primary Source of Employment

Applicant employment by \_\_\_\_\_ Position \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone \_\_\_\_\_

Average weekly hours \_\_\_\_\_ Salary / \$ per hour \_\_\_\_\_ How long at the place of employment \_\_\_\_\_

Please indicate average take home period ( check one)

weekly  biweekly  monthly  annual  other: \_\_\_\_\_

Co-Applicant's Employer \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone \_\_\_\_\_

Average weekly hours \_\_\_\_\_ Salary / \$ per hour \_\_\_\_\_ How long at the place of employment \_\_\_\_\_

Please indicate average take home period ( check one)

weekly  biweekly  monthly  annual  other: \_\_\_\_\_

### Additional Income ( optional )

If there are additional, verifiable sources of income you would like considered, please list income source (e. g. self-employment, social security, benefit payments) and requested information below regarding each source. Applicant may be required to produce additional documentation or provide and sign release statements. Child support, alimony, or separate maintenance need NOT be disclosed unless you desire this additional income to be considered for qualification.

Additional source \_\_\_\_\_ Amount \_\_\_\_\_ Per \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

How long have you been receiving income from this source? \_\_\_\_\_

Additional source \_\_\_\_\_ Amount \_\_\_\_\_ Per \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

How long have you been receiving income from this source? \_\_\_\_\_

### Other Information

Total Number of Vehicles (including company vehicles) \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Tag No./State \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Tag No./State \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Tag No./State \_\_\_\_\_

Other Car, Motorcycle, etc. \_\_\_\_\_

In Case of Emergency, Call:

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Have you or Co-Applicant ever:

Been sued for non-payment of rent? \_\_\_\_\_ Yes \_\_\_\_\_ No Explain \_\_\_\_\_

Been evicted or asked to move out? \_\_\_\_\_ Yes \_\_\_\_\_ No Explain \_\_\_\_\_

Been sued for damage of rental property? \_\_\_\_\_ Yes \_\_\_\_\_ No

Broken a Rental Agreement or Lease? \_\_\_\_\_ Yes \_\_\_\_\_ No Explain \_\_\_\_\_

Declared Bankruptcy? \_\_\_\_\_ Yes \_\_\_\_\_ No

Been forced to forfeit your security deposit? \_\_\_\_\_ Yes \_\_\_\_\_ No Explain \_\_\_\_\_

Thank you for completing an application to rent from us. Please sign below.

By signing below, applicant hereby represents all information on this application to be true, complete, and hereby authorizes annual verification of information and references for continual rental consideration or for collection purposes should that become necessary.

Applicant acknowledges this application will become part of the lease agreement when approved. If any information is found to be incorrect, the application will be rejected and any subsequent rental agreement becomes void. False and misleading statements will be sufficient reason for immediate eviction and loss of security deposit.

**Authorization**

I hereby apply to lease the above described premises for the term and upon the conditions above set forth and agree that the rental is to be payable the first day of each month in advance. As an induce-meant to the owner of the property and to the agent to accept this application, I warrant that all statements above set forth are true.

I hereby deposit \_\_\_\_\_ as an Security Deposit and in the event that this application is accepted by the landlord, the application of the Security Deposit shall be retained and applied to the security de-posit as called for in the lease between the parties.

When so approved and accepted, I agree to exe-cute a lease for \_\_\_\_\_ months. After accepted the security deposit within ten business days will be deposited into a holding account. If the application is approved and accepted and I refuse to enter into a lease agreement for the period of time called for in the application, the sum received shall be re-tainted by the landlord as liquidated damages. This agreement shall in no way bind the landlord to accept this application for tenancy (the acceptance or rejection of the applicant as a tenant shall remain with the sole discretion of the landlord). I also agree to have the utilities turned on in the apartment prior to taking occupancy after the lease has been signed. I authorize the management to contact any references and run a credit check [ ] Yes [ ] No I also authorize them to periodically re-run these checks at any time in the future to verify truth and accuracy of any information given on this application.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

Co- Application signature \_\_\_\_\_ Date \_\_\_\_\_

**For Office use Only — Do not Write Below**

Date Application Received \_\_\_\_\_ Received By \_\_\_\_\_

**Record Of Payments Received**

Reference Verification	Remarks
Present landlord	
Employer	
Co—Applicants Employer	
Personal Reference	
Other	
Other	

Date	Description	Amount

This Application [ ] Approved [ ] Not Approved

Date \_\_\_\_\_ By \_\_\_\_\_

Assigned to Property at \_\_\_\_\_

Rent \$ \_\_\_\_\_ Application Notified [ ]

Anticipated move—In Date \_\_\_\_\_



**Rental Verification**

**Please return to office or by fax to 270-761-7638 along with application**

**306 A. South 12th Street**

Name \_\_\_\_\_ Date \_\_\_\_\_

To Whom it may concern: \_\_\_\_\_ ( Landlord / Apartment Complex)

The above referenced individual has applied for an apartment with out apartment with our company. In order to process the application, we need your responses to the questions below. This applicant is waiting on a response and has given you written permission to answer the questions honestly.

**Thank you in advance for your prompt response !**

I hereby authorize the release of my rental reference including the following information requested below.

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

Address : \_\_\_\_\_ Date \_\_\_\_\_

**TO BE COMPLETED BY LANDLORD**

MOVE IN Date \_\_\_\_\_ Move out Date \_\_\_\_\_ mount of rent \$ \_\_\_\_\_

Number of Occupants \_\_\_\_\_ Any Pets ? \_\_\_\_\_ ( YES / NO ), Describe \_\_\_\_\_

All balances have been paid ? .....YES / NO

Rent was paid as agreed without being late or NSF move than 3 times in a year ? .....YES / NO

Was the apartment / house left in good condition without damages ? ..... YES / NO

Would you re—rent to this applicant based on rental history ? .....YES / NO

Was the lease fulfilled without an early termination agreements ? .....YES /NO

Applicant (s) kept clean home and fess of pest ? ( no bedbugs, etc. ) .....YES / NO

Did applicants ( s) generate any complaints from neighbors ? .....YES / NO

Did applicant ( s) have any lease violations ? ( Yes, Please explain) .....YES / NO

Additional Comments : \_\_\_\_\_

Signature Company \_\_\_\_\_ Title \_\_\_\_\_

Phone \_\_\_\_\_ Fax; \_\_\_\_\_ Date \_\_\_\_\_