

****RESIDENTIAL RENTAL APPLICATION****

File _____

Date: ____/____/____ page 1 of 2

LESSOR'S AGENT: Shephard Realty, inc. 27780 Hwy. 74 P.O. Box 100 Evergreen, CO 80437-0100
(303) 674-3343 FAX (303) 674-7530 shephardrealty.com

Joint Applicants should complete any items differing from the primary applicant's information on a separate form:

Last Name _____ Home Phone _____
First Name _____ Work Phone _____
Middle Initial _____ Cell Phone _____
Suffix (i.e. jr.) _____ Phone _____
AKA Name _____ e mail _____

SOCIAL SECURITY NUMBER _____

PRESENT ADDRESS _____

City _____ State _____ Zip Code _____

Dates of Residency: from _____ to _____

LIST YOUR FORMER ADDRESS (ES) FOR THE PREVIOUS 5 YEARS (maximum of two if applicable)

Previous Address **1.** _____ Address **2.** _____

City _____ City _____

State _____ State _____

Zip Code _____ Zip Code _____

Dates of Residency: from _____ to _____ from _____ to _____

Do you a smoke? _____

DATE OF BIRTH: month ____ day ____ year _____

PROPOSED MONTHLY RENT: \$ _____

ESTIMATED GROSS MONTHLY INCOME: \$ _____ other _____

LENGTH OF TIME AT PRESENT EMPLOYMENT: years ____ months ____

LENGTH OF TIME AT PRESENT RESIDENCE: years ____ months ____

HAVE YOU EVER FILED FOR BANKRUPTCY? _____ if yes - enter year _____

DRIVER'S LICENSE: state ____ I.D. number _____

PRESENT EMPLOYER _____

(If self employed you must present evidence of income (IRS 1040).

occupation _____ date of hire: ____/____/____

employer's phone _____ supervisor/contact _____

FORMER EMPLOYER (within previous 2 years) _____

occupation _____ date of hire: ____/____/____ termination: ____/____/____

employer's phone _____ supervisor/contact _____

CURRENT LANDLORD _____

Current Rent \$ _____ Landlord's Phone/contact _____

PREVIOUS LANDLORD (within previous 2 years) _____

Rent \$ _____ Landlord's Phone/contact _____

JOINT APPLICATION: _____ if yes – has joint credit been established? _____ *Joint applicant - please complete a separate form*

*****RESIDENTIAL RENTAL APPLICATION CONTINUED*****

File _____

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Additional Resident Occupants (residing on the premises more than 21 consecutive nights in a 30 day period):

<u>Name</u>	<u>Age</u>	<u>Relationship</u>	<u>Smoker?</u>

If any Resident Occupant has been convicted of a felony crime, and/or a violent crime and/or a sex crime this must be disclosed at this time: _____

Pets – List all dogs, cats, birds, horses, and any other pets that occupy any space larger than a 10 gal. aquarium:

<u>Type/breed</u>	<u>Name</u>	<u>Sex M/F</u>	<u>Age</u>	<u>Housebroken yes/no</u>

Note: Pets if permitted by the Lessor may increase the amount of the security deposit and/or rent, subject to this application. Complete, sign and attach a third page if additional space is necessary.

In the event of emergency contact _____ **Relationship** _____ **Phone #(s)** _____

Address _____

Affirmations, Authorizations, and Conditions of Application:

Application Fee: The sum of \$25.00 is hereby recognized as being fully earned by Shephard Realty, inc. without recourse.

The applicant hereby acknowledges that Shephard Realty, inc. is the Agent-Broker of the Lessor/Landlord (Property Owner) and is working solely on behalf of and owes duties to the Lessor, which includes the utmost good faith, loyalty and fidelity. The Agent-Broker negotiates on behalf of, and acts as an advocate of the Lessor. The Lessor is legally responsible for the actions of the Agent-Broker when the Agent-Broker is acting within the scope of the agency. The Agent-broker must disclose to potential Tenants all adverse material facts about the property actually known by the Agent-Broker.

The undersigned Applicant hereby authorizes Shephard Realty, inc. to conduct a credit, rental history, reference, employment, personal, and criminal history investigation. Additional information including but not limited to copies of IRS W-2 and 1040 forms may be required. This application is not a lease contract. Approval of this application and the decision criteria utilized shall be solely at the Lessor’s discretion in conformance with local, state, and federal fair housing laws. It is understood that Shephard Realty, inc. will make no commitment for the lease of a property until said investigation is completed, a satisfactory report has been obtained, and the Lessor has approved the application. It is hereby understood that it is the sole responsibility of the Applicant to obtain and verify information concerning any property. Any information provided by Shephard Realty, inc. has been obtained from sources believed to be reliable. However, no provided information is to be construed as being warranty, guarantee, or representation.

The applicant has placed the sum of \$ _____ in the form of _____ to be held by Shephard Realty, inc. as a good faith hold (earnest money) deposit to be applied to partial payment of a residential lease, heretofore known as **the property**:

Street Address: _____

Proposed Monthly Rent \$ _____ **Security Deposit \$** _____ **Last Month’s Rent \$** _____

Utilities paid by the Tenant _____

Lease to begin: ____/____/____ **Lease to end:** ____/____/____ **Rent Due on the** ____ **of each month**

The undersigned Applicant hereby agrees to lease the property if this application is approved. The hold deposit will not be refunded in whole or part if the Applicant by his/her own volition does not lease the property. Only a denial of this application by the Lessor and/or Shephard Realty, inc. shall result in a refund of the hold deposit. Illegible and/or incomplete applications shall be denied. In no event shall the \$25.00 Application Fee be refunded.

Applicant’s Signature _____ Date _____