

Reeder



COMPANIES LLC
R E A L T O R S

Items required to submit rental application

- Completed rental application- all sections must be filled out
- Application fee of \$15 per adult applicant
(Exact Cash or Money Order only)
- Valid State issued photo identification
- Proof of income- **3 most recent paycheck stubs**



APPLICATIONS WILL ONLY BE ACCEPTED FOR REVIEW IF THE ABOVE ITEMS ARE COMPLETED ENTIRELY

Individuals who are paid cash OR self employed must submit previous two years tax returns

A minimum of 30% of the households gross monthly income must cover the rental rate to qualify

INTENT TO LEASE APARTMENT (Office Use Only)

Application for property located at: _____ at the monthly rate of \$ _____ per month

PERSONAL INFORMATION

Name: _____
LAST FIRST MIDDLE INITIAL

Social Security Number: _____ Date of Birth: _____

Cell Phone: _____ Work Phone: _____

Home Phone: _____ Email Address: _____

Vehicle Make, Model, Year: _____ Color: _____ Plate #: _____

Vehicle Make, Model, Year: _____ Color: _____ Plate #: _____

OTHER RESIDENTS	RELATIONSHIP	AGE
1.		
2.		
3.		
4.		
5.		

EMPLOYMENT & INCOME INFORMATION

Current Employer's Name: _____

Employer's Address: _____

Position Held: _____ Length of Employment: _____

Supervisor's Name: _____ Supervisor's #: _____

Gross Monthly Income (before deductions): \$ _____

Other Income (List source & monthly amount): _____

Other Income (List source & monthly amount): _____

RESIDENTIAL HISTORY

Current Address

Street Address	City	State	Zip
Name of Landlord/Apartment Community		Contact Phone #	
Dates lived at address (dd/mm/yy) / / TO / /		Reason for moving	

Previous Address

Street Address	City	State	Zip
Name of Landlord/Apartment Community		Contact Phone #	
Dates lived at address (dd/mm/yy) / / TO / /		Reason for moving	

IN CASE OF EMERGENCY, PLEASE CONTACT

Name (nearest relative other than spouse)	Phone #	Relationship
Address	City	State Zip

PET POLICY

Subject to Property Manager's approval. One additional security deposit of \$200 is required.
Additional \$25.00 charge per month. Pet lease must be signed. Cats must be spayed/neutered & declawed.

Do you have a pet? Yes _____ No _____ What kind? _____
For dogs, please give breed, weight, & age: _____

CREDIT / BACKGROUND INFORMATION

Have you ever declared bankruptcy? Yes _____ No _____
Have you ever applied for rental at any of our properties? Yes _____ No _____
Have you ever been convicted of a felony?..... Yes _____ No _____
Have you ever been evicted or do you owe back rent/damages
to a previous landlord? Yes _____ No _____

Explain any "yes" answered above: _____

*I hereby submit my application and certify that this information is correct. I authorize you to run a credit report, background check, verification of information provided and to contact any references I have listed.
If any of the information or proof of income I have provided is falsified/forged, I understand that my application will be automatically denied and I will be at risk of penalties due to perjury*

Applicant's signature Date:

Manager's Signature Date/Time Received:

Date Approved/Denied: _____

Approved Deposit Amount: _____



LANDLORD REFERENCE REQUEST

Applicant: Please date and sign bottom of page only

TO: _____ FROM: REEDER COMPANIES
FAX: _____ FAX: (219)-989-4049
TELEPHONE: _____ TELEPHONE: (219)-844-7007

APPLICANT(S): _____

ADDRESS: _____

MOVE-IN DATE: ___ / ___ / ___ MOVE-OUT DATE: ___ / ___ / ___

1. What is/was the individual's rent rate? _____
2. What is/was included in the rent? Heat Cable Other
3. Does/Did the individual pay rent on time? _____
4. If no, how often did you issue a notice for non-payment of rent? _____
5. Are there any complaints filed regarding residency, i.e., noise, NSF, etc.)? _____
If so, please explain: _____
6. Does/did the individual have a pet? _____
7. Is the person on lease alone or is there a roommate or cosigner? _____
8. Was a move-out notice given? _____
9. If individual is no longer a resident:
 - Were the terms of the lease fulfilled? _____
 - Were there any damages to the apartment after move-out? _____
 - Have any outstanding amounts been paid? _____
10. Would you rent to this person again? _____

Landlord: Please sign and return to the address or fax number above:

Signature / Date: _____

Position: _____

Applicant: By my signature below, I authorize the release of information to be used for a landlord reference.

Signature / Date: _____