**RENTAL APPLICATION**

* Each adult (18 or older) must fill out a separate application

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **First** | **Middle** | **Last** | **Birth Date** | | **Social Security #** | | |  | **Driver’s License #** |
|  |  |  |  | |  | | |  |  |
| **Any Other Names You’ve Used In The Past** | | |  | **Cell Phone** | | | | **Work Phone** | |
|  | | | |  | | | |  | |
| **All Other Proposed Occupants** | |  |  | |  | **Birth Date** | **Relationship To Applicant** | | |
|  | | | | | |  |  | | |
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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **RENTAL/RESIDENCE HISTORY** | | | | | |  | |  | | |  | | | |  |  |  |
|  |  |  |  | | **Current Residence** |  | | **Previous Residence** | | |  | | **Prior Residence** | | |  |  |
|  | **Street Address** | |  | | | | |  | | | | |  | |  |  |  |
|  |  |  |  | |  |  | |  | | |  | |  | |  |  |  |
|  | **City** | |  | | | | |  | | | | |  | |  |  |  |
|  |  |  |  | |  |  | |  | | |  | |  | |  |  |  |
|  | **State & Zip** | |  | | | | |  | | | | |  | |  |  |  |
|  |  |  |  | |  |  | |  | | |  | |  | |  |  |  |
|  | **Last Rent Amount Paid** | |  | | | | |  | | | | |  | |  |  |  |
|  |  |  |  | |  |  | |  | | |  | |  | |  |  |  |
|  | **Owner/Manager** | |  | | | | |  | | | | |  | |  |  |  |
|  |  |  |  | |  |  | |  | |  |  |  |
|  | **and Phone Number** | |  | | | | |  | | | | |  | |  |  |  |
|  |  |  |  | |  |  | |  | | |  | |  | |  |  |  |
|  | **Reason for leaving** | |  | | | | |  | | | | |  | |  |  |  |
|  |  |  |  |  |  |
|  | **Is/Was rent paid in full?** | |  | | | | |  | | | | |  | |  |  |  |
|  |  |  |  | |  |  | |  | | |  | |  | |  |  |  |
|  | **Did you give notice?** | |  | | | | |  | | | | |  | |  |  |  |
|  |  |  |  | |  |  | |  | | |  | |  | |  |  |  |
|  | **Were you asked to** | |  | | | | |  | | | | |  | |  |  |  |
|  | **move?** | |  | |  |  |  |
|  | **Name(s) in which your** | |  | | | | | | | | | | | |  |  |  |
|  | **utilities are now billed:** | |  |  |  |
|  |  |  |  | | **From/To** |  | | **From/To** | | |  | | **From/To** | | |  |  |
|  | **Dates of Residency** | |  | | | | |  | | | | |  | |  |  |  |
|  |  |  |  | |  |  | |  | | |  | |  | |  |  |  |
| **EMPLOYMENT HISTORY** | | | | | |  | |  | | |  | | | |  |  |  |
|  |  |  |  | | **Current Employment** |  |  | **Previous Employment** | | |  | **Prior Employment** | | | |  |  |
|  | **Employed By** |  | | | | |  | | | | |  | | | |  |  |
|  |  |  |  | |  |  |  |  | | |  |  | | |  |  |  |
|  | **Address** |  | | | | |  | | | | |  | | | |  |  |
|  |  |  |  | |  |  |  |  | | |  |  | | |  |  |  |
|  | **Employer’s Phone** |  | | | | |  | | | | |  | | | |  |  |
|  |  |  |  | |  |  |  |  | | |  |  | | |  |  |  |
|  | **Occupation** |  | | | | |  | | | | |  | | | |  |  |
|  |  |  |  | |  |  |  |  | | |  |  | | |  |  |  |
|  | **Name of Supervisor** |  | | | | |  | | | | |  | | | |  |  |
|  |  |  |  | |  |  |  |  | | |  |  | | |  |  |  |
|  | **Monthly Gross Pay** |  | | | | |  | | | | |  | | | |  |  |
|  |  |  |  | |  |  |  |  | | |  |  | | |  |  |  |
|  | Attached 2 recent pay stubs |  |  | | **From/To** |  |  | **From/To** | | |  | **From/To** | | | |  |  |
|  | **Dates of Employment** |  | | | | |  | | | | |  | | | |  |  |
|  |  |  |  | |  |  |  |  | | |  |  | | |  |  |  |
| **CREDIT HISTORY** | | |  | |  |  | |  | | |  | |  | |  |  |  |
|  |  |  |  | | **Bank/Institution Name** | | | | |  | **Balance On Deposit or Balance Owed** | | | |  |  |  |
|  | **Cash on Hand** | |  | |  | | | | |  | | | | |  |  |  |
|  |  | |  | |  |  | |  | |  |  | | | |  |  |  |
|  | **Checking/Savings** | |  | |  | | | | |  | | | | |  |  |  |
|  |  | |  | |  |  | |  | |  |  | | | |  |  |  |
|  | **Credit Card** | |  | |  | | | | |  | | | | |  |  |  |
|  |  | |  | |  |  | |  | |  |  | | | |  |  |  |
|  | **Auto Loan** | |  | |  | | | | |  | | | | |  |  |  |
|  |  | | | |  | | | | |  |  | | | |  |  |  |
| **VEHICLES** (Include vehicles belonging to other proposed occupants also) | | | | | | | | | | |  |  |  | |  |  |  |
|  | **Make** | |  | **Model** | | **Color** | |  | **Year** | |  | | | **License Plate** | |  |  |
|  |  | | |  | |  | | |  | | | | |  | | |  |
|  |  | | |  | |  | | |  | | | | |  | | |  |



*PLEASE PRINT*

**REFERENCES & EMERGENCY CONTACTS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Contact 1** | **Contact 2** | **Nearest Relative Living Elsewhere** |
| **Name** |  |  |  |
|  |  |  |  |
| **Street Address** |  |  |  |
|  |  |  |  |
| **City** |  |  |  |
|  |  |  |  |
| **State & Zip** |  |  |  |
|  |  |  |  |
| **Phone Number** |  |  |  |
| Relationship |  |  |  |
| **Relationship** |  |  |  |  |

**GENERAL INFORMATION**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | | |  | |
| **Have you ever been served a late rent notice?** |  | **Do any of the proposed tenants smoke?** | | | **Term of lease requested?** | |
|  |  | | | |  | |
| **Have you ever filed for bankruptcy? If so, when?** | |  | **When would you be able to move in?** | |  | **Have you ever been convicted of a crime?** |
|  | | |  | | |  |
| **Have you ever been served an eviction notice? If so, when?** | | | | **How many pets do you have (list Type, Breed, approx. Weight & Age)?** | | |
|  | | | |  | | |
| **Have you had any reoccurring problems with your current apartment or landlord? If yes, please explain:** | | | | | | |
|  | | | | | | |
| **Why are you moving from your current address?** | |  |  |  |  |  |
|  | | | | | | |
| **List verifiable sources and amounts of income and all monthly custody, auto and credit card bills** | | | | |  |  |
|  | | | | | | |
| **If you were to run into financial difficulty in the future and couldn’t come up with the money to pay the rent, do you know someone that would** | | | | | | |
| **loan you the money? If so, provide the person’s name, address, & phone # so that we can use them as a reference for you.** | | | | | | |
|  | | | | | | |
| **Have you been a party to a lawsuit in the past? If yes, please explain why:** | | | | |  |  |
|  | | | | | | |
| **We may run a credit check and a criminal background check. Is there anything negative we will find that you want to comment on? Please explain.** | | | | | | |
|  | | | | | | |
| **How did you hear about this rental?** | |  | | **Do you have an e-mail address we can reach you at?** | | |
|  | | | |  | | |
| **Do you know of anybody else looking for an apartment? Please provide their name and number.** | | | | | | |
| **We appreciate referrals. Thank you for applying for rental housing with PANA Rentals.** | | | | |  | |
|  | | | | | | |



**Agreement & Authorization Signature**

I hereby authorize PANA Rentals to check my credit history, employment history and other personal information pertaining to determining my eligibility for the leased location. I understand that it may be necessary for the landlord to discuss my credit history, employment history and other information with and to release said information to representatives of private companies, non-profit organizations and government agencies. All information will be treated in a confidential manner and will only be discussed or released as necessary. I certify that the statements I have made are true and correct. I further authorize a credit and/or criminal check to be made, verification of information I provided and communication with any and all names listed on this application. I understand that any discrepancy or lack of information may result in the rejection of this application. I understand that this is an application for housing and does not constitute a rental or lease agreement in whole or part.

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

*PLEASE PRINT*

**Privacy Statement**

**It is the policy of PANA Rentals not to give or share the tenant or guarantor’s application /personal information to anyone for any reason. We respect your privacy and are committed to protecting it.**

**Your rental application and lease agreement are maintained in a locked fireproof file cabinet. No other persons have access to tenant files.**

**Social security numbers are required on rental applications in order to obtain, if necessary a credit report on tenant and guarantor’s. If tenant or guarantor fail to provide this information, the rental application can be rejected solely on this basis. As an alternative, tenant and guarantors may provide a photocopy of their State driver’s license along with the rental application and lease.**

**Return completed application and copy of photo ID, Driver’s license or Passport for applicant to:**

**Return completed application to:**

**Pana Rentals**

**26 Sycamore Drive**

**Reading, PA 19606**

**(Scan/e-mail preferred)**

**Any questions, please contact me.**

**610-370-2226 Phone**

* + 1. **Fax**

[**PanaRentals@gmail.com**](mailto:PANALLC@ptd.net)

Thank you for your interest in Pana Rentals.