



If so, how many? What kind? \_\_\_\_\_

**Rental History:**

**Present Address:** \_\_\_\_\_ **Lease Dates:** \_\_\_\_\_

\_\_\_\_\_ **Phone #:** \_\_\_\_\_  
City State Zip

**Landlord:** \_\_\_\_\_

\_\_\_\_\_ **Phone #** \_\_\_\_\_  
Address

**Reason for leaving:** \_\_\_\_\_

\*\*\*\*\*

**Previous Address:** \_\_\_\_\_ **Lease Dates:** \_\_\_\_\_

\_\_\_\_\_ **Zip** \_\_\_\_\_  
City State

**Landlord:** \_\_\_\_\_

\_\_\_\_\_ **Phone #** \_\_\_\_\_  
Address

**Reason for leaving:** \_\_\_\_\_

**Employment / Income History:**

**Present Employer:** \_\_\_\_\_ **Hire Date:** \_\_\_\_\_

\_\_\_\_\_ **Phone #** \_\_\_\_\_  
Address City State Zip

**Supervisor:** \_\_\_\_\_

**Hours Worked/Week:** \_\_\_\_\_ **Gross Income/Month:** \_\_\_\_\_

**Previous Employer:** \_\_\_\_\_ **Dates:** \_\_\_\_\_

\_\_\_\_\_ **Phone #** \_\_\_\_\_  
Address City State Zip

**Supervisor:** \_\_\_\_\_

Hours Worked/Week: \_\_\_\_\_ Gross Income/Month: \_\_\_\_\_

**Employment / Income History (cont'd):**

Pension, Social Security, SSI, ADC, Section 8 or other sources of income:

\_\_\_\_\_

Name of person(s) receiving above stated income: \_\_\_\_\_

*Management reserves the right to screen a number of applicants in order to find the best possible tenant before approval is granted for the applied for address. A deposit will hold a unit for 30 days. Applications are valid for 30 days.*

**I GRANT PERMISSION TO BEACON PROPERTY MANAGEMENT AND REALTY, INC. TO VERIFY THAT THE INFORMATION WHICH I HAVE PROVIDED IS TRUE. I UNDERSTAND THAT ANY AND ALL INFORMATION THAT IS RECEIVED WILL BE KEPT CONFIDENTIAL, EXCEPT IN THE EVENT THAT I DEFAULT ON MY RENTAL AGREEMENT, WHEREBY ALL INFORMATION GIVEN WILL BE TURNED OVER FOR COLLECTION. THIS APPLICATION DOES NOT CONSTITUTE ANY ORAL OR WRITTEN AGREEMENTS ON THE PART OF BEACON PROPERTY MANAGEMENT AND REALTY, INC.**

\_\_\_\_\_

Applicant Signature

\_\_\_\_\_

Date

**FOR OFFICE USE ONLY:**

Copy of Applicant ID: \_\_\_\_\_ Date \_\_\_\_\_

Application Fee Paid: \_\_\_\_\_ Date \_\_\_\_\_

Rental History Received: \_\_\_\_\_ Date \_\_\_\_\_

Employment/Income Verification Received: \_\_\_\_\_ Date \_\_\_\_\_

Police Report Received: \_\_\_\_\_ Date \_\_\_\_\_

Utility Verification: \_\_\_\_\_ Date \_\_\_\_\_

Deposit Received: \$ \_\_\_\_\_ Date \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_ By \_\_\_\_\_



## RENTAL QUALIFICATIONS

- \*A complete application-one for each adult (18 years of age or older)
- \*Two pieces of ID must be shown (one must be a photo ID, either a valid driver's license or state ID and the other must be a social security card or verification of social security number).  
For tax credit applications, copies of birth certificates must be provided for any children in the household.
- \*You cannot have more than one eviction. Some exceptions may be made but you must provide information that allows us to check the specifics. If you do have an eviction on your credit, it cannot be within the past 12 months and you may be required to pay first and last month's rent in addition to the security deposit. You may also be required to have a qualified cosigner.
- \*Rental history must be verifiable from unbiased sources. If no rental history is available you may be required to pay first and last month's rent in addition to the security deposit. You may also be required to have a qualified cosigner.
- \*You cannot owe a previous landlord for damages or back rent.
- \*Poor references from previous landlords may result in denial of your application.
- \*Your income must be verifiable and approximately four times the rental amount.
- \*Your current employment must be for at least 6 months or continuation in field of employment.
- \*Section 8 voucher holders with no income must show proof that they can afford to pay utilities.
- \* Arrests or convictions for any offense which is arguably relevant to your ability to abide by the terms of your lease, respect the rights and quiet enjoyment of others, respect the property of others and remain in compliance with all laws and regulations during the term of your tenancy may result in the denial of your application. Offenses which may result in the denial of your application include, but are not limited to: assault, rape, disorderly conduct, sex-related offenses, failure to obey lawful commands, menacing, criminal damaging, soliciting, theft, receiving stolen property, possession of controlled substances, trafficking in controlled substances, any similar drug-related offenses, or any other offense against person or property.
- \*Poor credit record may result in denial of your application.
- \*Providing false information is grounds for denial.

### APPLICATION FEES:

Single: \$35.00          Couple: \$60.00          Roommates: \$35.00 each  
Cosigner: \$25.00

**The application fees are non-refundable under any circumstances.** The fee covers handling and the cost of processing through FABCO. No application can be processed until it has been paid. Submitting an application will not guarantee that the unit for which you are applying will be held for you. In order to find the most qualified tenant for a property, management reserves the right to screen a number of applicants for the same property before making any decision.

**I understand and accept the terms of the rental qualifications:**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**



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

Re: Columbia Gas

American Electric Power

City of Columbus Electric

Dear Sir or Madam:

Beacon Property Management & Realty, Inc. has discussed the possibility of leasing one of our homes with \_\_\_\_\_, SS#\_\_\_\_\_.

This utility will be the family's responsibility. We are required to obtain verification that this utility can be placed in the above applicant's name. Please review the information below and respond accordingly. Thank you for your assistance in this matter.

\_\_\_\_\_  
Beacon Representative

I, \_\_\_\_\_, give this utility company permission to provide pertinent information (written and/or verbal) to Beacon Property Management & Realty, Inc. concerning my ability to secure this utility service in my name.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
**UTILITY COMPANY RESPONSE ONLY:**

\_\_\_\_\_ YES \_\_\_\_\_ NO

Remarks:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Utility Company Representative

\_\_\_\_\_  
Date

