



Highland Oaks Duplexes
 1032A Natalie Court • Athens, Georgia 30606
 706-353-2277

Rental Application

FOR OFFICE USE ONLY	
DATE _____	PROPERTY _____
APT. NO. _____	RENT \$ _____
AGENT _____	

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

Date of Application _____ Desired Date of Occupancy _____
 Type and Size of Apartment Wanted (No. of Bedrooms, etc.) _____

PERSONAL INFORMATION

APPLICANT'S FULL NAME _____ **Date of Birth** _____
Social Security No. _____ **Driver's Lic. No./State** _____ **E-mail** _____
Home Phone _____ **Work Phone** _____ **Cell Phone** _____
CO-APPLICANT'S FULL NAME _____ **Date of Birth** _____
Social Security No. _____ **Driver's Lic. No./State** _____ **Relationship** _____
E-mail _____ **Home Phone** _____ **Cell Phone** _____

Full Names of All Other Residents:	Relationship to You	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____

How Many Pets Do You or Other Occupants Own? _____
 Kind of Pet, Breed, Weight and Age _____
 How Did You Hear About Our Property? _____

RESIDENCE HISTORY

PRESENT ADDRESS _____
 Present Telephone _____ Dates From _____ To _____
 Present Landlord or Mortgage Co. _____ Telephone _____
 Monthly Payment \$ _____ Reason for Moving _____
PREVIOUS ADDRESS _____
 Dates From _____ To _____
 Previous Landlord or Mortgage Co. _____ Telephone _____
 Monthly Payment \$ _____ Reason for Moving _____

EMPLOYMENT INFORMATION

PRESENT EMPLOYER _____ Dates From _____ To _____
 Employer's Address _____ Telephone _____
 Position _____ Supervisor _____ Gross Monthly Salary \$ _____
PREVIOUS EMPLOYER _____ Dates From _____ To _____
 Employer's Address _____ Telephone _____
 Position _____ Supervisor _____
CO-APPLICANT'S EMPLOYER _____ Dates From _____ To _____
 Employer's Address _____ Telephone _____
 Position _____ Supervisor _____ Gross Monthly Salary \$ _____

BANKING AND CREDIT REFERENCES

BANK NAME & BRANCH _____ Telephone _____

Checking Acct. No. _____ Savings Acct. No. _____

Loan Acct. No. _____ Monthly Payment \$ _____

CREDIT REFERENCE _____ Telephone _____

Address _____ Account No. _____

CREDIT REFERENCE _____ Telephone _____

Address _____ Account No. _____

OTHER REFERENCE _____

Address _____

OTHER INFORMATION

TOTAL NUMBER OF VEHICLES (Including Company Vehicles) _____

Make/Model _____ Year _____ Color _____ Tag No./State _____

Make/Model _____ Year _____ Color _____ Tag No./State _____

Other Car, Motorcycle, etc. _____

Total Gross Monthly Household Income \$ _____

If there are other sources of income you would like us to consider, please list income, source and person (Banker, Employer, etc.) who we could contact for confirmation. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.

Amount \$ _____ Per _____ Source _____ Telephone _____

Amount \$ _____ Per _____ Source _____ Telephone _____

Comments: _____

HAVE YOU OR CO-APPLICANT EVER: Been sued for non-payment of rent? Yes No

Been evicted or asked to move out? Yes No Broken a Rental Agreement or Lease? Yes No

Been sued for damage to rental property? Yes No Declared Bankruptcy? Yes No

In Case of Personal Emergency, Notify _____ Relationship _____

Address _____ Home Phone _____ Work Phone _____

I hereby make application for an apartment and certify that this information is correct. I authorize you to contact any references that I have listed. I also authorize you to obtain my consumer credit report from your credit reporting agency, which will appear as an inquiry on my file.

APPLICANT'S SIGNATURE _____

CO-APPLICANT _____

DATE SIGNED _____

FOR OFFICE USE ONLY — DO NOT WRITE BELOW

Date Application Received _____ Received By _____

REFERENCE VERIFICATION	REMARKS
<input type="checkbox"/> Present Landlord	
<input type="checkbox"/> Previous Landlord	
<input type="checkbox"/> Employment	
<input type="checkbox"/> Previous Employ.	
<input type="checkbox"/> Co-Applicant Employ.	
<input type="checkbox"/> Bank	
<input type="checkbox"/> Credit (1)	
<input type="checkbox"/> Credit (2)	
<input type="checkbox"/> Credit (3)	
<input type="checkbox"/> Other	

RECORD OF PAYMENTS RECEIVED		
Date	Description	Amount

THIS APPLICATION: Approved Not Approved

Date _____

By _____

Assigned to Apt. No. _____ Rent \$ _____

Apartment Address _____

Applicant Notified By _____

Anticipated Move-In Date _____