

**NEIGHBORHOOD ENTERPRISES**

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Date \_\_\_\_\_ **Rental Application** Receipt # \_\_\_\_\_

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
Last First

I am applying to rent \_\_\_\_\_ My Section 8 expires \_\_\_\_/\_\_\_\_/\_\_\_\_

Birthdate \_\_\_\_\_ Home Phone \_\_\_\_\_ Work /Other Phone \_\_\_\_\_

Marital Status:  Single  Engaged  Married  Divorced  Widowed How long? \_\_\_\_\_

Ever convicted of a crime?  Yes  No Explain \_\_\_\_\_

**1. Rental History** *Current address is wherever you are presently staying, including with a relative or friend, in a shelter or hotel, etc.*

|                               |   |                           |
|-------------------------------|---|---------------------------|
| Current Address _____         | Rent _____  | # of bedrooms _____       |
| City _____                    | State _____   | Zip Code _____            |
|                               |   | Since (mm/yyyy) ____/____ |
| Landlord _____                | Phone _____   |                           |
| L.L. Address _____            | A relative? <input type="checkbox"/> No <input type="checkbox"/> Yes How related? _____ |                           |
| Reason you want to move _____ |   |                           |

*Also list the address you were staying at before your current address.*

|                        |   |   |
|------------------------|---|---|
| Former Address _____   | Rent _____  | # of bedrooms _____   |
| City _____             | State _____   | Zip Code _____  |
|                        |   | From ____/____ To ____/____<br><small>mm yyyy mm yyyy</small> |
| Landlord _____         | Phone _____   |   |
| L.L. Address _____     | A relative? <input type="checkbox"/> No <input type="checkbox"/> Yes How related? _____ |   |
| Reason you moved _____ |   |   |

**2. Income** *Enter in the boxes below the amount of your monthly income from any of the sources listed.*

| Employment | Social Security | Social Security Disability (SSI) | TANF (Welfare) | Child Support | Unemployment | Other |
|------------|-----------------|----------------------------------|----------------|---------------|--------------|-------|
|            |                 |                                  |                |               |              |       |

**3. Employment History** *Bring along your three most recent pay stubs, when you turn in this application. If you have been employed for less than a year on your current jobs, list your former job as well.*

| Job                         | Company Name | Address / Phone | Start Date | Pay Rate | Hrs./ Week | Supervisor |
|-----------------------------|--------------|-----------------|------------|----------|------------|------------|
| 1 <sup>st</sup> Current Job |              |                 |            |          |            |            |
| 2 <sup>nd</sup> Current Job |              |                 |            |          |            |            |
| Former Job                  |              |                 |            |          |            |            |

# Second Adult

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
Last First

How are you related to Adult #1 \_\_\_\_\_

Birthdate \_\_\_\_\_ Home Phone \_\_\_\_\_ Work /Other Phone \_\_\_\_\_

Marital Status:  Single  Engaged  Married  Divorced  Widowed How long? \_\_\_\_\_

Ever convicted of a crime?  Yes  No Explain \_\_\_\_\_

**4. Rental History** *Current address is wherever you are presently staying, including with a relative or friend, in a shelter or hotel, etc.*

Current Address \_\_\_\_\_ Rent \_\_\_\_\_ # of bedrooms \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Since (mm/yyyy) \_\_\_\_/\_\_\_\_

Landlord \_\_\_\_\_ Phone \_\_\_\_\_

L.L. Address \_\_\_\_\_ A relative?  No  Yes How related? \_\_\_\_\_

Reason you want to move \_\_\_\_\_

*Also list the address you were staying at before your current address.*

Former Address \_\_\_\_\_ Rent \_\_\_\_\_ # of bedrooms \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ From \_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_  
mm yyyy mm yyyy

Landlord \_\_\_\_\_ Phone \_\_\_\_\_

L.L. Address \_\_\_\_\_ A relative?  No  Yes How related? \_\_\_\_\_

Reason you moved \_\_\_\_\_

**5. Income** *Enter in the boxes below the amount of your monthly income from any of the sources listed.*

| Employment | Social Security | Social Security Disability (SSI) | TANF (Welfare) | Child Support | Unemployment | Other |
|------------|-----------------|----------------------------------|----------------|---------------|--------------|-------|
|            |                 |                                  |                |               |              |       |

**6. Employment History** *Bring along your three most recent pay stubs, when you turn in this application. If you have been employed for less than a year on your current jobs, list your former job as well.*

| Job                         | Company Name | Address / Phone | Start Date | Pay Rate | Hrs./ Week | Supervisor |
|-----------------------------|--------------|-----------------|------------|----------|------------|------------|
| 1 <sup>st</sup> Current Job |              |                 |            |          |            |            |
| 2 <sup>nd</sup> Current Job |              |                 |            |          |            |            |
| Former Job                  |              |                 |            |          |            |            |

**7. Children** *List all children up to age 21 who will live with you.*

| Name | Birthdate | Age | Male/<br>Female | Social Security<br>Number | Notes |
|------|-----------|-----|-----------------|---------------------------|-------|
| 1    |           |     |                 |                           |       |
| 2    |           |     |                 |                           |       |
| 3    |           |     |                 |                           |       |
| 4    |           |     |                 |                           |       |
| 5    |           |     |                 |                           |       |
| 6    |           |     |                 |                           |       |

*List all children up to age 21 who will live elsewhere—Under “Notes” state where and with whom.*

| Name | Birthdate | Age | Male/<br>Female | Social Security<br>Number | Notes |
|------|-----------|-----|-----------------|---------------------------|-------|
| 1    |           |     |                 |                           |       |
| 2    |           |     |                 |                           |       |

*Answer all questions. If a question does not apply to you, put NA (not applicable) on the answer line.*

8. Which of your children (have been treated / are being treated) for lead poisoning? \_\_\_\_\_

9. When did the lead treatment take place? \_\_\_\_\_

10. If not being treated, were they tested?  Yes  No How long ago? \_\_\_\_\_

11. Do you have pets?  Yes  No What kind and weight? \_\_\_\_\_

12. I have \$ \_\_\_\_\_ saved for the security deposit and other moving costs.

13. I can get both gas and electric service turned on in my name as soon as I move into the apartment.

Yes  No Explain \_\_\_\_\_

*(You will be required to call for utility hookup from our office at the time you pay your deposit.)*

14. I have the basic furniture and household items necessary to maintain an apartment.  Yes  No

I am lacking \_\_\_\_\_

15. My credit report is  good  average  terrible. \_\_\_\_\_

16. I learned about this apartment from \_\_\_\_\_

**17. Personal References** *Give full names, addresses, and phone numbers of three persons to notify in an emergency. List relatives, if possible.*

| Name | Address | Phone | Relationship |
|------|---------|-------|--------------|
|      |         |       |              |
|      |         |       |              |
|      |         |       |              |

*To the best of my knowledge the answers I have given on this application are true and accurate.*

\_\_\_\_\_  
1<sup>st</sup> Adult

\_\_\_\_\_  
Date

\_\_\_\_\_  
2<sup>nd</sup> Adult

\_\_\_\_\_  
Date

# Rental Application

*The application fee of \$30 is non-refundable, so you should carefully read our requirements to decide whether this is the right time for you to submit an application.*

- 1. Income** *You should have three times the rent in verifiable monthly income and a year on the job, if employed.*
- 2. Rental history** *You should have a good reference from a landlord (not a family member), with no rent suits and at least a year of tenancy.*
- 3. Money Saved** *You should be able to pay your entire first month's rent and security deposit immediately upon being accepted.*

*Turn in completed applications only!*

- Correct phone numbers for landlords and employers
- The last three pay stubs from your job
- Current papers for SSI, SS, TANF, Child Support
- All children under age 18 with Social Security Numbers
- Current Driver's License or State I.D.

*It will take 10 to 14 working days to process your application. You may call our office at that time to find out if your application has been accepted.*

We may take more than one application for an apartment. We consider your needs and the limitations of the building and the neighborhood. We select the application which we think is the best match. If your application is rejected for one apartment, ask if you might be considered for another vacancy.

*Deliberately providing false or misleading information on the application will result in automatic rejection.*

For information on apartments and the application process, visit our website at:

***[www.neapts.com](http://www.neapts.com)***