



Rental Application

Please PRINT dark and clearly in black ink. Attach a copy of your photo I.D.

I hereby make this application to rent _____ to be used for a dwelling unit.

Your Information- Email Address:

Full legal name _____
First Middle Last

Phone: (____) _____

Social Security Number: _____

Date of birth: _____
Month Day Year

Driver's License #: _____

State Issued: _____

Co-Applicant Information (Occupants over 18 years of age)- Email Address:

Full legal name _____
First Middle Last

Phone: (____) _____

Social Security Number: _____

Date of birth: _____
Month Day Year

Driver's License #: _____

State Issued: _____

Current Address

Address: _____ Apt#: _____

City: _____ State: _____ Zip: _____

Landlords Name: _____

Landlord's Phone: (____) _____

Reason for Moving: _____

Monthly Rent: \$ _____

When did you move in? _____

When did you move out? _____

Do you rent this residence? Yes No

Is your name on the lease? Yes No

Have you given written notice to leave? Yes No

Previous Address

Address: _____ Apt#: _____

City: _____ State: _____ Zip: _____

Landlords Name: _____

Landlord's Phone: (____) _____

Reason for Moving: _____

Monthly Rent: \$ _____

When did you move in? _____

When did you move out? _____

Do you rent this residence? Yes No

Is your name on the lease? Yes No

Have you given written notice to leave? Yes No

Your Employer Information

Employer's Name: _____

Your Position: _____

Address: _____

Your Start Date: _____

City: _____ State: _____ Zip: _____

Employer's Phone: (____) _____

Your Supervisor: _____

Monthly Salary: _____ Gross Net

Co-Applicant Employer Information

Employer's Name: _____

Your Position: _____

Address: _____

Your Start Date: _____

City: _____ State: _____ Zip: _____

Employer's Phone: (____) _____

Your Supervisor: _____

Monthly Salary: _____ Gross Net

Personal Inquiry

Have you ever?.....

been asked to move out or evicted? Yes No

broken a leasing agreement? Yes No

declared bankruptcy? Yes No

been sued for nonpayment of rent? Yes No

been sued for damages of rental unit? Yes No

been convicted of a felony? Yes No

allowed unauthorized occupants? Yes No

allowed unauthorized pets? Yes No

Do you or anyone planning to live (listed on application) in the home currently smoke cigarettes or use tobacco-based products? Yes No

Email: info@myhouseyourhomellc.com • Tele: (313)739-6512 • Fax: (313)739-6512

Website: www.myhouseyourhomellc.com



Vehicle Information

Year: _____ Make: _____ Model: _____ Color: _____

License Plate: _____ State: _____

Co-Applicant Vehicle Information

Year: _____ Make: _____ Model: _____ Color: _____

License Plate: _____ State: _____

SECTION FOR APPLICANTS WITH HOUSING CHOICE VOUCHERS ONLY!!!

City/State of Housing Commission: _____

Name of Voucher Specialist: _____ Phone: (____) _____

Date Voucher was issued: _____

Name of recipients on Voucher: _____

Expiration/ Extension date: _____ Estimated Voucher Amount: \$ _____

Was this voucher used at your current residence or previous residence? Yes No

Other Residents: List legal names and ages of all other occupants who plan to reside at unit

Names & Ages: _____

In Case of Emergency:

Emergency Contact: _____ Phone: (____) _____

Address: _____ City: _____ State: _____

Please Read Carefully

I hereby state and represent that the information in this application is complete and accurate. I understand that in the event a lease is entered into it may be cancelled by the Landlord if any of the information provided in the application is materially inaccurate or incomplete. I hereby authorize the Landlord or Landlord’s agents to verify the information on the application. Verification or re-verification of any information contained in the application will be retained by Landlord. I hereby authorize Tenant Data Services Inc. to obtain information about me, including, but not limited to, this application, my credit, my tenant history, my check writing history, any court records and/or my criminal record, and I hereby authorize & instruct any entity or person contacted by Tenant Data Services Inc. or the Landlord or Landlord’s agents to release such information to them. Upon request, Landlord, Landlord’s agents, or Tenant Data will provide the name & phone number of the source of the information used in the verification process.

Rent Amount: \$ _____ Security Deposit: \$ _____ Lease Term: **1 Year**

Anticipated Move-In Date: _____

Applicant: _____ Date: _____

Co-Applicant: _____ Date: _____



Landlord Verification Form

DIRECTIONS: Please print your name, current landlord's name and your landlord's phone number in the space provided. Return with at least one utility bill (gas/electric or water) for the address below.

Next, keep section 2 (as your current landlord will fill out this section) and proceed to section 3, which requires your signature and date.

Section #1: Name of Applicant: _____

Current Landlord: _____ Phone #: _____

Current Address: _____ Landlord Fax #: _____

Section #2: To be filled out by your current landlord. Go to section 3. Please fax back at your earliest convenience to (313)739-6512.

Thank you.

- 1. Rental/Property Address: _____
- 2. Rental Dates: _____
- 3. Rental Amount: _____
- 4. Is the tenant responsible for any utilities? _____ If so, please indicate which: _____
- 5. Paid on time? : _____ If no, the number of late payments: _____
- 6. Legal Notices or actions taken: _____
- 7. Any noise or other violations? : _____
- 8. Is the individual listed a good tenant? : _____
- 9. Any known damages? : _____
- 10. Did the tenant's pet cause any damages to the property? _____
- 11. If yes on question 9, what were the damages (urine stains, feces stains, scratches to walls, flooring, cabinets or carpeting)?

- 12. Does this applicant still reside at this property? : _____ If no, move out date: _____
- 13. Would you rent to this tenant again? : _____

Completed by: _____ Title: _____

Landlord Signature: _____ Date: _____

Section #3: Please sign and date below.

I hereby give permission to release my rental information to My House Your Home LLC.

Applicant's Signature: _____ Date: _____

WHAT DOCUMENTS DO I NEED TO SUBMIT WITH MY APPLICATION?

VERIFICATION OF PERSON:

- (REQUIRED) Applicant's State I.D or Driver's license
- Co- Applicant's State I.D or Driver's license (If applicable)



VERIFICATION OF TENANCY:

- (REQUIRED) Landlord Verification Form (Page 3)- Must be completed by the property's deed holder or the management company's authorized landlord/property manager
- Proof of Tenancy- At least one utility bill (gas, electricity, or water)

VERIFICATION OF EMPLOYMENT:

- (REQUIRED) Three most recent W-2's for the primary applicant and co-applicant (**Do not send tax returns or pay statements**)
- Your final statement of pay for the previous year if the previous/current year's W-2 has not been released
- (REQUIRED) Employment Verification form- *The verification of income must include employment start date, rate of pay (hourly, weekly, bi-weekly, or annually), position held, and employment status (full-time/part-time). This form should be in your company's employee portal or will need to be drafted by your employer's HR Department.*
- ***If you receive supplemental income social security/disability, please attach a copy of your proof of benefits dated the week or day prior to submitting the application. Please send a copy of the current year's benefit letter.***

Please ensure that you have all required documents before submitting the application. If documents are missing the application will be considered incomplete and rejected. Do not rush to submit your application, take the time out to ensure the application has all necessary information and supporting documentation to be processed. Once your application is complete, please email to propertymanagement@myhouseyourhomellc.online or fax to (313)739-6512.