

# Rental Application

P.O. Box 128406 Nashville, TN 37212

Ph: (615) 578-8800 Fax: (615) 515-3512

Date: \_\_\_\_\_ Desired property: \_\_\_\_\_  
Desired move in date: \_\_\_\_\_ Rent: \$ \_\_\_\_\_

## PERSONAL

Full name: \_\_\_\_\_ SS.# \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age: \_\_\_\_\_ (Married, Divorced, Single)  
(CIRCLE ONE)

Phone Numbers: \_\_\_\_\_ (M) \_\_\_\_\_ (Other)

Spouse's name: \_\_\_\_\_ SS.# \_\_\_\_\_

Birth date: \_\_\_\_\_ Age: \_\_\_\_\_ Maiden Name: \_\_\_\_\_

Children's Names & Ages

1) \_\_\_\_\_ 2) \_\_\_\_\_

3) \_\_\_\_\_ 4) \_\_\_\_\_

Pet's Name \_\_\_\_\_

## EMPLOYMENT

Company name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Phone#: \_\_\_\_\_

Salary: \_\_\_\_\_ Date started: \_\_\_\_\_ (Fulltime / Part)  
(CIRCLE ONE)

Employed less than 1 year, previous employment: \_\_\_\_\_

Company name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Phone#: \_\_\_\_\_

Salary: \_\_\_\_\_ Date started: \_\_\_\_\_ (Fulltime / Part)  
(CIRCLE ONE)

Spouse's employment

Company name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Phone#: \_\_\_\_\_

Salary: \_\_\_\_\_ Date started: \_\_\_\_\_ (Fulltime / Part)  
(CIRCLE ONE)

**RENTAL HISTORY**

Current Address:

Street: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Rental Amount: \$ \_\_\_\_\_ How Long: \_\_\_\_\_ (Months / Years)

30 Days Notice Given: Yes / No

Reason for moving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Landlords Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ Date Lease Expires: \_\_\_\_\_

Former Address:

Street: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Rental Amount: \$ \_\_\_\_\_ How Long: \_\_\_\_\_ (Months / Years)

30 Days Notice Given: Yes / No

Reason for moving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Landlords Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

**GENERAL INFORMATION**

Number of pets: \_\_\_\_\_ Type: \_\_\_\_\_ Weight: \_\_\_\_\_ Age: \_\_\_\_\_

**VEHICLES**

WE DO NOT ALLOW VEHICLES WITHOUT PERMISSION, VEHICLES NOT APPROVED IN WRITING MAY BE TOWED AT OWNERS EXPENSE. ALSO, DO YOU HAVE A BOAT, TRAILER, MOTORCYCLE, RV OR WORK TRUCK?

- 1. Make \_\_\_\_\_ Model: \_\_\_\_\_ YR: \_\_\_\_\_ Color \_\_\_\_\_ License No: \_\_\_\_\_
- 2. Make \_\_\_\_\_ Model: \_\_\_\_\_ YR: \_\_\_\_\_ Color \_\_\_\_\_ License No: \_\_\_\_\_

**BANKING**

Name of bank: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Account #: \_\_\_\_\_ (CK /Sav /Loan)  
(CIRCLE ONE)

**EMERGENCY CONTACTS**

In case of emergency, notify (we require a minimum of two emergency contacts):

***Contact 1***

Name: \_\_\_\_\_  
Relation: \_\_\_\_\_ Home #: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

***Contact 2***

Name: \_\_\_\_\_  
Relation: \_\_\_\_\_ Home #: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

***Contact 3***

Name: \_\_\_\_\_  
Relation: \_\_\_\_\_ Home #: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**REFERENCES**

We require a minimum of two **unrelated** contacts that can act as character reference.

***Reference 1***

Name: \_\_\_\_\_  
Relation: \_\_\_\_\_ Home #: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

***Reference 2***

Name: \_\_\_\_\_  
Relation: \_\_\_\_\_ Home #: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

***Reference 3***

Name: \_\_\_\_\_  
Relation: \_\_\_\_\_ Home #: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

# Chandy Properties Rental Criteria

A rental application must be processed on all prospective tenants 18 years of age or older and a non-refundable application fee paid for each applicant.

## 1. Income

Gross income per property must be three times the amount of rent. If not verifiable by employer, we require the past 6 months of bank statements or certification from a bank that the account maintains a minimum average monthly balance of three times the rental amount. (Note: Applicants not meeting income requirements are required to have a guarantor.

## 2. Employment

A prospect must have verifiable current employment and six months employment history or a verifiable source of income. School will be accepted as an alternative to employment history provided it can be verified.

## 3. CREDIT

All applicants must provide a valid social security number. Applicants who are not permitted to have a social security number will have to supply satisfactory alternative identification, for example, a valid foreign passport. A credit report will be processed on each applicant. Applicants for whom negative credit information is reported for more than 20% of current accounts do not meet our minimum credit requirements. A "current account" is an account which is currently open or a closed account that has had activity within the past two years. Medical accounts are not considered.

## 4. RESIDENCY/RENTAL HISTORY

Two years verifiable residency of current/previous addresses with at least 12 months rental or house ownership history.

AN APPLICANT WILL AUTOMATICALLY BE DENIED FOR THE FOLLOWING REASONS

Having unresolved debts to a current/previous landlord/mortgage company and or non-compliance with any terms of the lease/rental contract and or community policies. (A total of two late payments and or returned checks per year of residency is acceptable)

Having been evicted or currently in the process of being evicted by landlord

Any information on the rental application is not true

Age: Applicants must be 18 years of age or older

GUIDELINES & REQUIREMENTS

Occupancy: Maximum number of occupants per single family house:

- 1BR / 1BA 2 persons
- 2BR / 2BA 4 persons
- 3BR / 2BA 6 persons, etc

Security deposit: A security deposit and application fee must be paid in full prior to application process. Checks will not be held or take post dated. If applicant is not approved a check for the amount of the deposit will be mailed to the applicant within 14 days to the most current address on the application. Applicant understands that this good faith deposit removes this property from the open market so as to be held for our possession date. Management will retain the full amount of the deposit as compensation for the unit being held off the market if applicant cancels after 72 hours.

Pet deposit/pet policy:

No pets are permitted without management approval in its sole discretion. A maximum of one pet per home may be allowed with a \$250 NON-refundable pet fee. All tenants with pets are required to submit a veterinarian’s statement establishing the pet’s good health and the status of all shots. All tenants with pets must have a pet agreement on file. Dog owners must show proof of renters insurance. NO VISITING PETS ALLOWED. The only exception to these rules would be pets which are designated as service animals required to accompany a resident with a verified disability for the specific purpose of aiding that person.

Rent:

All rents, deposits, and fees must be paid by check, money order, or cashier’s check. If the deposit is returned by the bank, application will automatically be denied. Roommate situations will need to provide one check to cover monthly rental payments.

Utilities:

Applicants will be responsible for providing documentation from required utility companies that there services have been placed in applicant’s name. Also, proof of renters insurance is required before occupancy of premises is given.

Having been convicted of manufacturing of manufacturing or distributing a controlled substance

NOTE: If applicant or any other intended occupant has any type of criminal background, the applicant and all other intended occupants may be denied. The decision will depend upon the nature of the crime.

I HAVE READ THE ABOVE AND UNDERSTAND THE CRITERIA FROM WHICH MY/OUR APPLICATION WILL BE APPROVED. I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND COMPLETE. I AUTHORIZE THE VERIFICATION OF THIS INFORMATION THROUGH A CREDIT REPORT, A CRIMINAL BACKGROUND CHECK & OR THE VERIFICATION BY CALLING THE LISTED REFRENCES AND EMERGENCY CONTACTS.

_____	_____	_____
Applicant #1’s name (PRINT)	Applicant #1’s name (SIGN)	Date
_____	_____	_____
Applicant #2’s name (PRINT)	Applicant #2’s name (SIGN)	Date
_____	_____	_____
Owner’s representative (PRINT)	Owner’s representative (SIGN)	Date

CHANDY PROPERTIES DOES BUSINESS IN ACCORDANCE WITH THE FEDERAL FAIR HOUSING LAW

I hereby authorize Baker Investments, Chandy Property Management & Complete Screening Inc, its employees and agents, to take any and all actions necessary to verify the contents of this application. I understand that such actions may include but are not limited to, a credit report, verification of employment, past rental history, police and criminal records. I will hold Baker Investments / Chandy Property Management & Complete Screening Inc., its employees and agents harmless from liability for the accurate reporting of such information to the management and/or owners. I certify that all information provided by me is true, correct, and complete and I understand that any misrepresentation or omission is cause for the management and/or owners to reject or decline this application and/or terminate any lease based on this application. **IMPORTANT NOTICE:** It is understood and agreed that the security deposit will be **FORFEITED** if I/we cancel this application after 72 hours of signing.

I understand that this application is part of my lease agreement / rental agreement. Also, that as part of normal procedure for processing this application, an investigative consumer report may be obtained whereby information is secured through interviews with persons with whom I am acquainted. This report, if obtained, typically contains information as to my character, general reputation, personal characteristics and mode of living. I have the right to make a written request, within a reasonable period of time for a complete and accurate disclosure of additional information concerning the nature and scope of this report. I understand that I may obtain this information by writing directly to Memphis Consumer Credit Association (Equifax), who will complete this report for a fee.

**MEMPHIS CONSUMER CREDIT ASSOCIATION (EQUIFAX)  
 4066 SUMMER AVENUE  
 MEMPHIS, TN 38122  
 (901) 321-6727**

***PLEASE READ ABOVE CONDITIONS PRIOR TO SIGNING***

\_\_\_\_\_  
 Applicant #1's name (PRINT)

\_\_\_\_\_  
 Applicant #1's name (SIGNATURE)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Applicant #2's name (PRINT)

\_\_\_\_\_  
 Applicant #2's name (SIGNATURE)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Owner's representative (PRINT)

\_\_\_\_\_  
 Owner's representative (SIGNATURE)

\_\_\_\_\_  
 Date