



RichSmith Management, LLC
 9800 Maumelle Blvd. | N. Little Rock, AR 72113
 501.492.8147 | ECC@RichSmithdev.com

RENTAL APPLICATION

How did you hear about us? _____

TELL US ABOUT YOURSELF!

PRIMARY APPLICANT INFORMATION

FIRST NAME _____ MIDDLE NAME _____ LAST NAME _____ DATE OF BIRTH _____

PHONE NUMBER _____ EMAIL _____

CURRENT ADDRESS _____ CITY _____ STATE _____ ZIP _____

SOCIAL SECURITY # _____ DRIVER'S LICENSE # _____ STATE ISSUED _____

PREFERRED METHOD OF CONTACT _____ WHEN WOULD YOU LIKE TO MOVE IN? _____
 PHONE EMAIL BOTH

**PLEASE PROVIDE
 A COPY OF YOUR
 DRIVER'S
 LICENSE WITH
 YOUR
 APPLICATION**

SECONDARY APPLICANT INFORMATION

FIRST NAME _____ MIDDLE NAME _____ LAST NAME _____ DATE OF BIRTH _____

PHONE NUMBER _____ EMAIL _____

CURRENT ADDRESS _____ CITY _____ STATE _____ ZIP _____

SOCIAL SECURITY # _____ DRIVER'S LICENSE # _____ STATE ISSUED _____

PREFERRED METHOD OF CONTACT _____
 PHONE EMAIL BOTH

**PLEASE PROVIDE
 A COPY OF YOUR
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ADDITIONAL OCCUPANTS

FIRST NAME _____ MIDDLE INITIAL _____ LAST NAME _____ DATE OF BIRTH _____ RELATIONSHIP _____

RESIDENTIAL HISTORY

IN REGARD TO THE CURRENT ADDRESS LISTED ABOVE:

RENT OWN OTHER – EXPLAIN: _____

MONTHLY RENT/MORTGAGE RESIDENT HOW LONG? REASON FOR MOVING?
\$ _____

LANDLORD INFORMATION (IF APPLICABLE)

LANDLORD NAME/COMPANY LANDLORD PHONE # LANDLORD EMAIL

IF ADDRESS ABOVE IS LESS THAN 2 YEARS PLEASE COMPLETE THIS SECTION AS WELL:

PREVIOUS ADDRESS CITY STATE ZIP

RENT OWN OTHER – EXPLAIN: _____

MONTHLY RENT/MORTGAGE RESIDENT HOW LONG? REASON FOR MOVING?
\$ _____

LANDLORD INFORMATION (IF APPLICABLE)

LANDLORD NAME/COMPANY LANDLORD PHONE # LANDLORD EMAIL

HOUSEHOLD INCOME

PRIMARY APPLICANT INCOME INFORMATION

EMPLOYER/COMPANY EMPLOYER'S PHONE #

EMPLOYER'S ADDRESS CITY STATE ZIP

POSITION/OCCUPATION START DATE END DATE MONTHLY SALARY

SECONDARY APPLICANT INCOME INFORMATION

EMPLOYER/COMPANY EMPLOYER'S PHONE #

EMPLOYER'S ADDRESS CITY STATE ZIP

POSITION/OCCUPATION START DATE END DATE MONTHLY SALARY

ANY OTHER SOURCE OF INCOME YOU WOULD LIKE TO BE CONSIDERED FOR THIS APPLICATION?

SOURCE (Ex: Rental Income, Benefits of any type, Child Support, etc.) AMOUNT FREQUENCY

PLEASE LIST ALL VEHICLES

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>COLOR</u>	<u>LICENSE PLATE#</u>	<u>STATE</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

EMERGENCY CONTACT

PRIMARY CONTACT NAME _____ PHONE# _____ RELATIONSHIP _____

In case of serious illness, accident or death, is this person authorized to enter your home? YES NO

SECONDARY CONTACT NAME _____ PHONE# _____ RELATIONSHIP _____

In case of serious illness, accident or death, is this person authorized to enter your home? YES NO

BACKGROUND INFORMATION

Have you, your co-applicant, or any occupant listed in this Application ever been evicted from a place of residence or left owing money? YES NO Please explain: _____

Have you, your co-applicant, or any occupant listed in this Application ever been arrested and/or convicted for any crimes? YES NO Please explain: _____

Do you, your co-applicant, or any occupant listed in this Application have any criminal/drug related charges currently pending against you? YES NO Please explain: _____

PETS WELCOME

Do you, your co-applicant, or any occupant listed in this Application have a pet? YES NO
If yes, please describe the following:

TYPE: _____	GENDER: _____	BREED: _____
COLOR: _____	AGE: _____	WEIGHT: _____
NAME: _____		

Pets are welcome, we do however enforce a pet policy. No restricted breeds are allowed, including Doberman, Rottweiler, Pit Bull, Staffordshire Terrier, Akita, and any mix of these breeds. A Pet Fee of \$300 per animal that is less than 15 lbs. and a \$500 fee per animal that is over 15 lbs. This is a non-refundable Pet Fee. Please contact our office for complete details.

I/We hereby affirm that all information provided within this Rental Application is true and correct to the best of my knowledge. I/We acknowledge that RichSmith Management, LLC, its agents, and/or employees will rely on the accuracy of this information in considering this Rental Application. Furthermore, I/we grant RichSmith Management, LLC, its agents, and/or employees the unconditional right to cancel the Rental Agreement and initiate eviction should any of the foregoing information be proved to be false.

I/We hereby authorize and direct any Federal, State or local agency, organization, business, or individual to verify the information within this Rental Application.

SIGNATURE OF APPLICANT

SIGNATURE OF CO – APPLICANT

PRINT NAME

PRINT NAME

DATE

DATE

RichSmith Management operates in accordance with all Fair Housing Laws and is an Equal Opportunity Housing provider.

FOR OFFICE USE ONLY

Applicant has submitted an Application Fee, in the amount \$50 _____, which is a non – refundable payment for a credit check and other charges associated with the processing of this Rental Application. No portion of the application fee will be applied to the Security Deposit, Rent, or other charges.

Applicant has submitted a Security Deposit in the amount of \$ _____ for the purpose of reserving the home located at _____. Applicant will have forty-eight (48) hours after the approval of the Rental Application to cancel the reservation of the home without penalty. Cancellation after forty-eight (48) hours will result in the forfeiture of the entire amount of the deposit. The Security Deposit is not an advance payment of rent or other charges.

RENTAL HOME ADDRESS _____ **RENT AMOUNT \$** _____

HOME WILL BE AVAILABLE ON _____ **DESIRED MOVE IN DATE** _____

DATE APPLICATION WAS RECEIVED _____

APPLICATION HAS BEEN: APPROVED DENIED CANCELLED

APPLICANT HAS BEEN NOTIFIED OF STATUS ON _____ **VIA** PHONE EMAIL

COMMENTS _____