



2200 E. 104th Ave Suite 105
 Thornton, CO 80233
 Phone 303-255-1990
 Fax 303-942-4070
 Email: Rent@RentGrace.com
www.RentGrace.com



Residential Rental Application

Dear Applicant, thank you for choosing to apply to rent a Grace Management property. Please read the below information and instructions fully.

1. Each occupant over the age of 18 must fill out an individual application AND pay a non-refundable application fee of \$40 each. Application fees must be received BEFORE the application can be processed.
2. Be sure to complete your application clearly and fully. An incomplete or unreadable application will delay the time it takes to process and may result in another applicant being approved while we wait for your missing information.
3. Upon receipt of a completed application we will normally have it fully processed and notify you of the results within one business day of receipt.
4. Once approved you will need to immediately sign the lease AND pay the security deposit in certified funds. Until we receive the signed lease AND the security deposit we will continue to accept and process applications for the property.
5. In the case where we have more than one application on a property, we will process ALL applications and approve the highest scoring applicant.
6. We are seeking long term, quality residents. Applications are processed on a point system and scored based upon factors including, but not limited to: rental history, income, employment, criminal and eviction history, and credit score.
7. If ANY of the below information is found to be false the application shall be automatically denied - so be sure to answer each question fully and honestly.

I declare all information provided below is true and accurate. I agree that the Landlord may terminate any agreement entered into in reliance on any false information below. Permission is hereby granted to Landlord to obtain a credit report and criminal report. Permission is also granted to the Landlord and credit bureau to verify any information obtained from any source named herein. I hereby authorize any present or former landlord to provide any information they may have regarding me in their capacity as landlord. Furthermore, I hereby release said landlords, landlords' company or representatives from any and all liability for any damage whatsoever caused for issuing said information.

Legal Name: *(first, middle, last)*: _____
 Signature: _____ Date: _____

Date of Birth: ____/____/____ Social Security Number: ____/____/____

Cell Phone: ____-____-____ Home Phone ____-____-____
 Work Phone: ____-____-____ What is the best way to contact you: _____

Email: *(please print clearly)* _____
 Driver licenses or state ID number: _____ State issued: _____
 Property address you are applying for: _____

How did you view this property: ___ on-line ___ Personalized showing ___ Lockbox Showing

Desired Move-in Date: ___/___/___ Desired length of lease term: _____

Current address: _____ City: _____

State: ___ Zip Code: _____ Status: ___ Own ___ Rent Monthly rent/mortgage: \$ _____

Move-in date: ___/___/___ Move-out date: ___/___/___

Have you given proper notice to vacate? ___ Yes ___ No

Reason for vacating: _____

*(if you rent) Landlord or Community Name: _____

Landlord phone number: _____ - _____ - _____

If your Landlord is NOT a business, what is your relationship to the Landlord: _____

*(if you own) Lender/Bank name: _____

If you have been at your current address 5 years or more, we do NOT need your previous address information below. If you have been at your current address less than 5 years, please fill out your previous address information.

Previous address: _____ City: _____

State: ___ Zip Code: _____ Status: ___ Own ___ Rent Monthly rent/mortgage: \$ _____

Move-in date: ___/___/___ Move-out date: ___/___/___

Did you give proper notice to vacate? ___ Yes ___ No

Reason for vacating: _____

*(if you rented) Landlord or Community name: _____

Landlord phone number: _____ - _____ - _____

If your Landlord was NOT a business, what was your relationship to the Landlord: _____

*(if you owned) Lender/Bank name: _____

Name of Current employer: _____

Type of business: _____ Length of Employment: _____

Business Address: _____ City / State: _____

Position you hold: _____ Monthly Income before taxes: _____

Name of Supervisor: _____ Supervisor phone number: _____ - _____ - _____

Other sources of income: _____ Other Amount per month: \$ _____

Total number of occupants: _____

Total number of vehicles: _____

Names of all occupants OVER the age of 18: _____

Names of all occupants UNDER the age of 18: _____

Do any occupants have any pets: ___ Yes ___ No

Pet #1: Kind: _____ Age: _____ Breed _____ Weight _____ Name _____

Pet #2: Kind: _____ Age: _____ Breed _____ Weight _____ Name _____

HAS / IS ANY OCCUPANT:

a. A smoker? ___ Yes ___ No

*Inside smoking is **NOT** allowed in any Grace Mgmt property. Outside smoking IS allowed.

b. Ever been evicted or refused to pay rent? ___ Yes ___ No

If yes, explain: _____

c. In the past 10 years have you been arrested, charged, or convicted of a crime? ___ Yes ___ No

If yes, including deferred sentencing, please provide details to the nature of the offense and date:

d. Used other names or maiden names? ___ Yes ___ No

List names: _____

e. A registered or unregistered sex offender? ___ Yes ___ No

f. Currently use any illegal drugs? ___ Yes ___ No

g. Been involved in a home foreclosure? ___ Yes ___ No If yes, what was the date: _____

h. Previously or currently filing for bankruptcy: ___ Yes ___ No

if yes, when did you file or are you planning to file? ____/____/____

i. Emergency contact 1: Name: _____ Phone: _____ - _____ - _____

emergency contact 2: Name: _____ Phone: _____ - _____ - _____

**** Turn over and complete page 4 ****

Total number of occupants 18 and over _____ x \$40 per occupant = \$ _____ Total Due

Select how you wish to pay your application fee:

____ **Cash / Check submitted with application**

____ **Charge my credit card below:**

Name as it appears on credit card: _____

Type of Card: ___ Visa ___ Mastercard

Credit Card number: _____

Expiration date: _____

3 Digit v-Code from the back of the card: _____

Billing address zip code: _____

I hereby authorize Grace Management to charge my credit card \$ _____

Signature _____

____ **I have paid on-line at RentGrace.com**

To pay on-line visit www.RentGrace.com and click the 'pay rent online' icon. This will take you to www.paylease.com. Please note that 3rd party payment charges may apply.

Enter Payment confirmation # _____

When you have fully completed this application please submit to the Grace Management office as soon as possible in any of the following ways:

- a. Scan and e-mail to: Rent@RentGrace.com
- b. Fax to: 303-942-4070
- c. Physically bring to the office address on the front page of this application

Thank you. If you have questions please call the Grace Management Director of Leasing at 303-255-1990 x13, e-mail Elena@RentGrace.com, or visit our website at www.RentGrace.com. We will contact you as soon as we have completed processing your application!

To be completed by Grace Management:

Received by: _____

Date Received: _____

Time Received: _____

App fee received \$ _____

App fee paid by: _____

