

How did you hear about us? Referral (Name): _____
 Internet (Website): _____
 Sign: _____
 Apartment Finder (Company): _____
 Other (Please Specify): _____

Rental Application

Fees:

Non-refundable Application Fee: \$50.00 per adult applicant payable with submission of completed application

Non-refundable Move-in Fee: \$500.00 (collected upon approval of application)

Property Applying For: _____

Desired Move In Date: _____ Term: _____ to _____

Rent: \$ _____ Security Deposit: \$ _____ Concessions: _____

1st Applicant Name: _____ Date of Birth: ____/____/____

_____ Last _____ First _____ Middle _____
 SS #: _____ - _____ - _____ ID #: _____ State: _____ Status: Married / Single / Separated / Divorced

Home Phone #: (____) _____ - _____ Cell Phone#: (____) _____ - _____ E-mail: _____

Present Address: _____

_____ Street _____ City _____ State _____ Zip Code

Present Landlord: _____ Landlord Phone #: (____) _____ - _____

Landlord Address: _____

_____ Street _____ City _____ State _____ Zip Code

Rent Amount: \$ _____ Length of Occupancy: _____ to _____

Previous Address (If less than 3 years): _____

_____ Street _____ City _____ State _____ Zip Code

Previous Landlord: _____ Landlord Phone #: (____) _____ - _____

Landlord Address: _____

_____ Street _____ City _____ State _____ Zip Code

Rent Amount: \$ _____ Length of Occupancy: _____ to _____

2nd Applicant Name: _____ Date of Birth: ____/____/____

_____ Last _____ First _____ Middle _____
 SS #: _____ - _____ - _____ ID #: _____ State: _____ Status: Married / Single / Separated / Divorced

Home Phone #: (____) _____ - _____ Cell Phone#: (____) _____ - _____ E-mail: _____

Present Address: _____

_____ Street _____ City _____ State _____ Zip Code

Present Landlord: _____ Landlord Phone #: (____) _____ - _____

Landlord Address: _____

_____ Street _____ City _____ State _____ Zip Code

Rent Amount: \$ _____ Length of Occupancy: _____ to _____

Previous Address (If less than 3 years): _____

_____ Street _____ City _____ State _____ Zip Code

Previous Landlord: _____ Landlord Phone #: (____) _____ - _____

Landlord Address: _____

_____ Street _____ City _____ State _____ Zip Code

Rent Amount: \$ _____ Length of Occupancy: _____ to _____

List **all** additional occupants of premise:

Name: _____ Date of Birth: ____/____/____ Relationship: _____
 _____ Last _____ First _____ Middle

Name: _____ Date of Birth: ____/____/____ Relationship: _____
 _____ Last _____ First _____ Middle

Name: _____ Date of Birth: ____/____/____ Relationship: _____
 _____ Last _____ First _____ Middle

1609 sherman avenue • suite 304 • evanston, il 60201
 phone: 847.866.1966 • fax: 847.328.5211
 www.robinsonrental.com

Employment History

1st Applicant Present Employer: _____ Dates of Employment: _____

Employer Address: _____

Street _____ City _____ State _____ Zip Code _____
 Position: _____ Phone #: (____) _____ - _____ Ext. #: _____

Supervisor: _____ Phone #: (____) _____ - _____ Ext. #: _____

Income (Gross): \$ _____ Weekly / Biweekly / Monthly / Annually Full Time / Part Time / Temporary

Previous Employer (If less than 3 years): _____ Dates of Employment : _____

Employer Address: _____

Street _____ City _____ State _____ Zip Code _____
 Position: _____ Phone #: (____) _____ - _____ Ext. #: _____

Supervisor: _____ Phone #: (____) _____ - _____ Ext. #: _____

Income (Gross): \$ _____ Weekly / Biweekly / Monthly / Annually Full Time / Part Time / Temporary

2nd Applicant Present Employer: _____ Dates of Employment: _____

Employer Address: _____

Street _____ City _____ State _____ Zip Code _____
 Position: _____ Phone #: (____) _____ - _____ Ext. #: _____

Supervisor: _____ Phone #: (____) _____ - _____ Ext. #: _____

Income (Gross): \$ _____ Weekly / Biweekly / Monthly / Annually Full Time / Part Time / Temporary

Previous Employer (If less than 3 years): _____ Dates of Employment : _____

Employer Address: _____

Street _____ City _____ State _____ Zip Code _____
 Position: _____ Phone #: (____) _____ - _____ Ext. #: _____

Supervisor: _____ Phone #: (____) _____ - _____ Ext. #: _____

Income (Gross): \$ _____ Weekly / Biweekly / Monthly / Annually Full Time / Part Time / Temporary

References

1st Applicant Business Reference Name: _____ Relationship: _____

Address: _____ Phone #: (____) _____ - _____
 Street _____ City _____ State _____ Zip Code _____

Personal Reference Name: _____ Relationship: _____

Address: _____ Phone #: (____) _____ - _____
 Street _____ City _____ State _____ Zip Code _____

2nd Applicant Business Reference Name: _____ Relationship: _____

Address: _____ Phone #: (____) _____ - _____
 Street _____ City _____ State _____ Zip Code _____

Personal Reference Name: _____ Relationship: _____

Address: _____ Phone #: (____) _____ - _____
 Street _____ City _____ State _____ Zip Code _____

Emergency Contact

Family member or friend other than any occupant listed on application

1st Applicant Emergency Contact Name: _____ Relationship: _____

Address: _____ Phone #: (____) _____ - _____
 Street City State Zip Code

Emergency Contact Name: _____ Relationship: _____

Address: _____ Phone #: (____) _____ - _____
 Street City State Zip Code

2nd Applicant Emergency Contact Name: _____ Relationship: _____

Address: _____ Phone #: (____) _____ - _____
 Street City State Zip Code

Emergency Contact Name: _____ Relationship: _____

Address: _____ Phone #: (____) _____ - _____
 Street City State Zip Code

Vehicle Information

Number of Vehicles (Including Company cars): _____

Make: _____ Model: _____ Year: _____

Color: _____ License Plate #: _____ State: _____

Make: _____ Model: _____ Year: _____

Color: _____ License Plate #: _____ State: _____

Make: _____ Model: _____ Year: _____

Color: _____ License Plate #: _____ State: _____

The \$50.00 application fee is due upon submission of the application. The application fee is used to obtain credit check, criminal background check, employment verification, tenancy verification, and any other necessary information to make a leasing decision. The \$50.00 is non-refundable for any reason.

Robinson Rental does not discriminate based on race, color, religion, sex, age, sexual orientation, marital status, presence of or age of children, or national origin.

No pets are allowed without written consent from management and management's receipt of additional non-refundable pet fee.

Authorization to Release Information

I certify that all information in this application is correct.

I authorize Robinson Rental to collect any and all information and documentation requested.

A copy of this authorization may be accepted as an original.

Signed:

1st Applicant: _____ **Date:** ____/____/____

2nd Applicant: _____ **Date:** ____/____/____



To be completed by APPLICANT:

Tenant: _____

Address: _____

City, State, Zip: _____

Length of Occupancy: _____ Rent Amount: \$ _____

I, _____ authorize Robinson Rental to collect any and all information and documentation they request. A copy of this authorization may be accepted as an original.

Applicant: _____ Date: _____

To be completed by LANDLORD:

Is the above information accurate?	Yes	No
Did the tenant consistently pay rent on time?	Yes	No
Have you ever had to file for eviction on this tenant?	Yes	No
Did the tenant give you proper notice of his move?	Yes	No
Have you received any complaints about this tenant?	Yes	No
If yes, what were they regarding?		

Other Comments:

Completed By: _____ Title: _____

Company: _____ Date: _____