



1816 Front Street, Suite 110
 Durham, North Carolina 27705-2595
 Telephone: (919) 383-2595 Fax: (919) 383-0929
 Website: www.griffin-realtors.com

Rental Application

FOR OFFICE USE ONLY	
DATE _____	PROPERTY _____
APT. NO. _____	RENT \$ _____
AGENT _____	

Please complete all requested information on the front and back of this form. Thank you for your interest in our apartments.

Date of Application _____ Desired Date of Occupancy _____
 Type and Size of Apartment Wanted (No. of Bedrooms, etc.) _____

PERSONAL INFORMATION

APPLICANT'S FULL NAME _____ **Date of Birth** _____
Social Security No. _____ **Driver's Lic. No./State** _____ **E-mail** _____
Home Phone _____ **Work Phone** _____ **Cell Phone** _____
CO-APPLICANT'S FULL NAME _____ **Date of Birth** _____
Social Security No. _____ **Driver's Lic. No./State** _____ **Relationship** _____
E-mail _____ **Home Phone** _____ **Cell Phone** _____

Full Names of All Other Residents:	Relationship to You	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____

How Many Pets Do You or Other Occupants Own? _____
 Kind of Pet, Breed, Weight and Age _____
 How Did You Hear About Our Property? _____

RESIDENCE HISTORY

PRESENT ADDRESS _____
 Present Telephone _____ Dates From _____ To _____
 Present Landlord or Mortgage Co. _____ Telephone _____
 Monthly Payment \$ _____ Reason for Moving _____

PREVIOUS ADDRESS _____
 Dates From _____ To _____
 Previous Landlord or Mortgage Co. _____ Telephone _____
 Monthly Payment \$ _____ Reason for Moving _____

EMPLOYMENT INFORMATION

PRESENT EMPLOYER _____ Dates From _____ To _____
 Employer's Address _____ Telephone _____
 Position _____ Supervisor _____ Gross Monthly Salary \$ _____

PREVIOUS EMPLOYER _____ Dates From _____ To _____
 Employer's Address _____ Telephone _____
 Position _____ Supervisor _____

CO-APPLICANT'S EMPLOYER _____ Dates From _____ To _____
 Employer's Address _____ Telephone _____
 Position _____ Supervisor _____ Gross Monthly Salary \$ _____

BANKING AND CREDIT REFERENCES

BANK NAME & BRANCH _____ Telephone _____
 Checking Acct. No. _____ Savings Acct. No. _____
 Loan Acct. No. _____ Monthly Payment \$ _____

CREDIT REFERENCE _____ Telephone _____
 Address _____ Account No. _____

CREDIT REFERENCE _____ Telephone _____
 Address _____ Account No. _____

OTHER REFERENCE _____
 Address _____

OTHER INFORMATION

TOTAL NUMBER OF VEHICLES (including Company Vehicles) _____
 Make/Model _____ Year _____ Color _____ Tag No./State _____
 Make/Model _____ Year _____ Color _____ Tag No./State _____
 Other Car, Motorcycle, etc. _____

Total Gross Monthly Household Income \$ _____

If there are other sources of income you would like us to consider, please list income, source and person (Banker, Employer, etc.) who we could contact for confirmation. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.

Amount \$ _____ Per _____ Source _____ Telephone _____
 Amount \$ _____ Per _____ Source _____ Telephone _____

Comments: _____

HAVE YOU OR CO-APPLICANT EVER: Been sued for non-payment of rent? Yes No
 Been evicted or asked to move out? Yes No Broken a Rental Agreement or Lease? Yes No
 Been sued for damage to rental property? Yes No Declared Bankruptcy? Yes No

In Case of Personal Emergency, Notify _____ Relationship _____
 Address _____ Home Phone _____ Work Phone _____

I hereby make application for an apartment and certify that this information is correct. I authorize you to contact any references that I have listed. I also authorize you to obtain my consumer credit report from your credit reporting agency, which will appear as an inquiry on my file.

APPLICANT'S SIGNATURE _____
 CO-APPLICANT _____
 DATE SIGNED _____

FOR OFFICE USE ONLY — DO NOT WRITE BELOW

Date Application Received _____ Received By _____

REFERENCE VERIFICATION	REMARKS
<input type="checkbox"/> Present Landlord	
<input type="checkbox"/> Previous Landlord	
<input type="checkbox"/> Employment	
<input type="checkbox"/> Previous Employ.	
<input type="checkbox"/> Co-Applicant Employ.	
<input type="checkbox"/> Bank	
<input type="checkbox"/> Credit (1)	
<input type="checkbox"/> Credit (2)	
<input type="checkbox"/> Credit (3)	
<input type="checkbox"/> Other	

RECORD OF PAYMENTS RECEIVED		
Date	Description	Amount

THIS APPLICATION: Approved Not Approved

Date _____
 By _____
 Assigned to Apt. No. _____ Rent \$ _____
 Apartment Address _____
 Applicant Notified By _____
 Anticipated Move-In Date _____



Applicant Authorization

I/we authorize Rentfacts, A FirstPoint Resource, to obtain my present and previous residence information, as well as any current and previous employment information. This includes any salary or other pertinent information that may assist in completing my rental application. I further authorize Rentfacts to verify my credit history and perform a criminal record search.

I understand that the information that Rentfacts obtains is to be used only in the processing of my rental application.

Further, I authorize my current and former employers as well as other organizations to provide such information. I hereby release and hold harmless FirstPoint Resources, Rentfacts, my current and former employers, my current and former landlords, and any other organizations who have provided information from any and all liabilities arising out of the use of such information in connection with my consumer report.

Applicant Information

Full Name: _____ Social Security Number: ____/____/____

Date of Birth: ____/____/____ Driver's License Number: _____ State: _____

Current Address: _____ City, State, & Zip: _____

Applicants Signature: _____ Date: _____

Order Form

Fax to Rentfacts at: 800-888-3487

Griffin Associates

Requester Name: _____

Rental Number: Rent_01226

Please check next to the service you want to order:

Criminal Record Search

*List where to search - City, State: _____ City, State: _____

Eviction Record Search (Eviction only available for North Carolina)

Credit Report

Employment Verification (Fax application)

Multi-State Criminal Record Search

Rental History Verification (Fax application)

