

Eck Real Estate Services, Inc. --- Rental Application

**General Rental Guidelines:** Among the criteria we may use when evaluating prospective tenants are the following: **Credit history**, including but not limited to, collection activity or delinquencies, **income level** (income should be 2 ½ times total rent) **paycheck stubs/ W-2/1099/most recent tax return will need to be provided to prove income**, **debt level** (income must be sufficient to realistically cover debt service, rent, and living expenses), **employment history** (employment or income source must be stable and permanent), lease compliance with past landlords (**good rental references**), general character and reputation, and evidence of care and respect for property and neighbors at past rentals.

If the applicant's income is from unstable or temporary employment, is below the landlord's general guidelines, or is given by parents or others, a **lease guarantor** (co-signer) will almost certainly be required. To be accepted, the applicant is expected to be of good reputation, and to have an acceptable credit history and good rental references. If these conditions are not met, the application may be rejected or a lease guarantor might be required.

**Application Fees:** Each applicant must submit a non-refundable **\$40 application fee** with a completed application form. Each **guarantor must submit an additional \$15 non-refundable application fee**. If any applicant is a **couple with the same last name only one \$70 fee** is required from that couple. **Payment can be made with a check or money order.**

**Terms and Conditions**

1. If the applicant is approved, the applicant will have **ONE WEEK** to sign the lease and pay the deposit.
2. If an approved applicant/guarantor does not sign a lease agreement/guarantee form by the deadline given, the offer to lease may be rescinded by ERES and the deposit forfeited to landlord. Special provisions should be made in advance if the applicant cannot meet these time constraints. (Please understand that ERES cannot turn away prospective tenants and hold the property for an extended period without a binding commitment from the applicant.) (Applicants are encouraged to preview the lease form at the ERES office.)

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Date of Application: \_\_\_\_\_ Current Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Rental address you are applying for: \_\_\_\_\_ Lease Beginning Date: \_\_\_\_\_

Applicant: \_\_\_\_\_

List the names (and familial relationship if applicable) of all other persons who intend to occupy the dwelling:

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*(The number of unrelated persons occupying a dwelling unit is limited by city ordinance.)*

Date of Birth: \_\_\_\_\_ Applicant Social Security Number: \_\_\_\_\_

Current Address: \_\_\_\_\_

Current Landlord Information: \_\_\_\_\_  
*Name Address Telephone Number with Area Code*

Rented from: \_\_\_\_\_ to: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_

Most recent previous addresses: *(If you owned please still list the property or if you lived at home with your parents list their address.)*

1. \_\_\_\_\_

Landlord Information: \_\_\_\_\_  
*Name Address Telephone Number with Area Code*

Rented from: \_\_\_\_\_ to: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_

2. \_\_\_\_\_

Landlord Information: \_\_\_\_\_  
*Name Address Telephone Number with Area Code*

Rented from: \_\_\_\_\_ to: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_

Current Employer: \_\_\_\_\_

Position: \_\_\_\_\_ How long employed: \_\_\_\_\_

Monthly Salary: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Other Income: \$ \_\_\_\_\_ per month. Source of other income: \_\_\_\_\_

List your most recent prior employer: \_\_\_\_\_

**IF YOU DO NOT MEET THE GENERAL INCOME, CREDIT HISTORY, OR EMPLOYMENT GUIDELINES, DO YOU HAVE A READY, WILLING, AND ABLE CO-SIGNER?** \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been convicted of a crime? \_\_\_ Yes \_\_\_ No  
Do you have any tax liens or civil judgements? \_\_\_ Yes \_\_\_ No  
Have you ever filed for bankruptcy? \_\_\_ Yes \_\_\_ No  
Have you ever been charged or arrested for a felony or a misdemeanor involving violence to another person, destruction or property or sex crime? \_\_\_ Yes \_\_\_ No  
Have you ever "broken" a lease or moved before the end of a lease? \_\_\_ Yes \_\_\_ No  
Have you ever been evicted from a rental? \_\_\_ Yes \_\_\_ No  
Have you ever refused to pay rent? \_\_\_ Yes \_\_\_ No

**Do you have a freeze or a hold on your credit** \_\_\_ Yes \_\_\_ No **If you do and we run your credit and it comes back as frozen there will be an additional \$15 fee.**

**Do you have pets?** \_\_\_ Yes \_\_\_ No **If so, list the type of animal, breed (if your pet is a dog), age, and approximate weight below.**

*If you answered "yes" to any of the questions above, we may ask for additional information and/or you may provide the information at the end of this form.*

Automobile #1: \_\_\_\_\_  
*Make/Model Color Tag Number State*

Automobile #2: \_\_\_\_\_  
*Make/Model Color Tag Number State*

Contact person in case of an emergency. (Please include Name, Address, Telephone number, and Relationship): \_\_\_\_\_

Additional Information: \_\_\_\_\_

**Authorization and Release**

IN MAKING THIS RENTAL APPLICATION, it is understood that an investigative consumer report may be prepared whereby information is obtained through credit reporting services and other individuals who might have knowledge of the applicant. This inquiry includes information as to the applicant's character, general reputation, personal characteristics, and mode of living.

IN SIGNING and submitting this application, the applicants authorize ERES, Inc. or its agents to contact the applicant's references and for those parties to release information to verify the facts reported by the applicant, and to make inquiries into other facts related to applicant's fitness as a tenant. Applicant hereby acknowledges that Applicant agrees to the provisions of this application and the information submitted is true.

\_\_\_\_\_  
Applicant's Name (printed)

\_\_\_\_\_  
Applicant's Signature

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