

**RENTAL APPLICATION**

**Date:** \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Unit size interested in \_\_\_\_\_

**PERSONAL INFORMATION**

Applicant's Full Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_

Maiden, Alias or Former Names \_\_\_\_\_

Social Security # \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

**Co Applicant's Full Name** \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_

Maiden, Alias or Former Names \_\_\_\_\_

Social Security # \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Vehicle #1 Make \_\_\_\_\_ Model \_\_\_\_\_

Year \_\_\_\_\_ State/License \_\_\_\_\_

Vehicle #2 Make \_\_\_\_\_ Model \_\_\_\_\_

Year \_\_\_\_\_ State/License \_\_\_\_\_

**ADDITIONAL HOUSEHOLD MEMBERS**

Full Name	Relation to Head	Date of Birth	SS#	Sex
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**EMERGENCY CONTACT** (Should not include persons in the apartment)

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_

**RESIDENCE HISTORY** (Please provide at least 3 years of residency information - Additional landlords can be listed on separate page and attached)

Present Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip Code \_\_\_\_\_ Actual Dates \_\_\_\_\_

Landlord & Phone # \_\_\_\_\_ Mo/Pmt \$ \_\_\_\_\_

Previous Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip Code \_\_\_\_\_ Actual Dates \_\_\_\_\_

Landlord & Phone # \_\_\_\_\_ Mo/Pmt \$ \_\_\_\_\_

**INCOME & ASSETS**

Current Employer \_\_\_\_\_ City/State \_\_\_\_\_

Phone # \_\_\_\_\_ Length of Employment \_\_\_\_\_ Salary/Month \_\_\_\_\_

Co Applicant's Employer \_\_\_\_\_ City/State \_\_\_\_\_

Phone # \_\_\_\_\_ Length of Employment \_\_\_\_\_ Salary/Month \_\_\_\_\_

Other Sources of Income \_\_\_\_\_ Salary/Month \_\_\_\_\_

**MISCELLANEOUS**

Yes  No Are you receiving any assistance from any Housing Assistance Program (HUD, Section 8, etc.)?  
 Yes  No Have you applied for any Housing Assistance Program (HUD, Section 8, etc.)?  
 Yes  No Has any household member been evicted or asked to leave? If yes, please explain.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Yes  No Do you anticipate ANY change in your household during the next 12 months? If yes, please explain.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Yes  No Does your household have any needs that might be better served by a unit which is accessible to persons with mobility, hearing or visual impairments? If yes, please explain.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Yes  No Has any household member lived in any other state within the past 10 years? If yes, please explain.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**CRIMINAL HISTORY**

Yes  No Has any household member ever been convicted, adjudicated, or plead guilty to a felony?  
 Yes  No Has any household member ever been convicted, adjudicated, or plead guilty to an assault  
 Yes  No Has any household member ever been convicted, adjudicated, or plead guilty to the illegal use, manufacture or distribution of a controlled substance or for possession of drug paraphernalia?  
 Yes  No Has any household member ever been convicted, adjudicated, or plead guilty to criminal sexual conduct, harassment, or stalking?  
 Yes  No Has any household member ever been convicted, adjudicated, or plead guilty to criminal damage to property or any gang related crime?  
 Yes  No Is any household member a registered sex offender?  
 Yes  No Does any household member have any pending criminal charges?

**CRIMINAL AND CREDIT CHECK**

\$40.00 Is required from each adult in the household for a criminal and background check. This fee is non-refundable. Additional fees may apply for additional states of residency. All background checks will be conducted through Trans Union Smart Move and an Email address will be required in order to process. All applicants are required to pay their criminal and credit checks online following the Email request from One Willow Creek. If an applicant is unable to pay online, please contact Lori at lori@onewillowcreek.com to discuss payment options. If background checks are not completed within three (3) days of the request, this may result in a delay or denial of the application process.

**PLEASE REVIEW AND READ THIS ENTIRE DOCUMENT BEFORE SIGNING**

The undersigned represent that all of the above statements are true and complete and hereby authorize One Willow Creek, its employees and agents to contact and obtain information from any individuals or entities that may have information regarding credit history, banking information, employment, criminal and past residential arrangements of the undersigned. The undersigned does hereby indemnify and hold One Willow Creek, its employees, agents and all other individuals or entities contacted by Management harmless from all causes of action, actions, expenses, losses or damages of any kind or nature arising from or related to any information obtained regarding the undersigned. All persons will be treated fairly and equally without regard to race, religion, color, sex, familial status, handicap, national origin, marital status or status with respect to public assistance in compliance with the Fair Housing Act. This application is preliminary only and does not obligate One Willow Creek, to deliver possession or keys to the premises. Any false statement on this application may result in rejection of our application or immediate termination of your lease. No contract will be established between the parties until all parties have signed a lease agreement. The undersigned acknowledge they are at least 18 years of age or older.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Co-Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Co-Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Upon completion of this form, please send one (1) copy via email to lori@onewillowcreek.com, fax to (888) 747-5118, or mail a hard copy to One Willow Creek, LLC, c/o Lori Niklason 1115 Indian Hills Rd, Brookings, SD 57006.