

THERE IS A \$15.00 APPLICATION PROCESSING FEE

Rental Application Policy

Thank you for applying to **Parks Real Estate** for a rental unit. Please read the following and complete the Rental Application.

1. Pay a \$15.00 application fee.
 2. All information on rental agreement must be completed, including addresses and phone numbers.
 3. A credit report will be obtained at your expense. (\$25.00)
 4. Please disclose if you have a pet or not. Some rental units do not allow pets. If pets are allowed, an additional deposit will be charged.
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1. Upon acceptance of an application and BEFORE moving in, the new tenant must:
 - A. Pay via check or money order the first month's rent (pro-rata)
 - B. Pay via check or money order the Security deposit
 - C. Pay \$20.00 move in fee
 - D. Furnish new address and telephone number.
 - E. Show proof that utilities, if applicable, have been transferred to their name.

Phone: 406-322-4115

Fax: 406-322-4116

***All properties are available on a first come, first serve basis. Only completed and signed applications will be considered.**

Residential Rental Application

Name of Applicant: _____

Previous Name(s) (maiden): _____

Current Address: _____ How Long? _____

City: _____ State: _____ Zip: _____ Phone #: _____

Date of Birth: _____ Drivers License #: _____ SSN: _____

Landlord Name: _____ Phone #: _____

Reason for Moving: _____

Previous Landlord Name: _____ Phone #: _____

Previous Address: _____ How Long? _____

Reason for Moving: _____

Names & Ages of All Proposed Occupants: _____

List Automobiles of All Occupants:

Make & Model	Year	Color	License
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Water Bed? _____ Appliances? _____

Pets? _____ What Kind? _____

Have You Ever Been Evicted? _____ If yes, please explain:

EMPLOYMENT INFORMATION

Present Employer: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

How Long? _____ Supervisor: _____

Job Description: _____ Gross Monthly Income: _____

Previous Employer: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

How Long? _____ Supervisor: _____

Job Description: _____ Gross Monthly Income: _____

Other Income: _____ Source: _____

CREDIT INFORMATION

Have you filed bankruptcy on the past seven years? _____ If yes, please explain:

Name of Bank: _____ Type of Account: _____

City: _____ State: _____ Phone #: _____

Name of Bank: _____ Type of Account: _____

City: _____ State: _____ Phone # _____

CREDIT CARDS AND OTHER CREDITORS:

Creditor: _____ Address _____ Pmt: _____ Bal: _____

Creditor: _____ Address _____ Pmt: _____ Bal: _____

Creditor: _____ Address _____ Pmt: _____ Bal: _____

Creditor: _____ Address _____ Pmt: _____ Bal: _____

IN CASE OF AN EMERGENCY, PLEASE NOTIFY: _____

Address: _____ Phone: _____ Relationship _____

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Address: _____ Phone: _____ Relationship: _____

INCASE OF EMERGENCY, PLEASE NOTIFY: _____

Address: _____ Phone: _____ Relationship : _____

Applicant for tenancy represents that all the above statements are true, correct and complete and hereby authorizes verification of the information provided here including, but not limited to obtaining a credit report and verification of employment, and agrees to furnish additional credit information upon request. The cost of this credit processing is \$ _____ to be paid by the applicant. The cost is not rent or deposit and will not be refunded or applied to future rent in the event this application is denied.

Applicant's Signature: _____ Date: _____

A COMPLETE AND SIGNED APPLICATION IS REQUIRED FOR EACH ADULT APPLICANT

EQUAL HOUSING OPPORTUNITY

VERIFICATION OF EMPLOYMENT

This will authorize _____ (employer)
_____ (Address of Employer)
to release the information requested below regarding my employment and compensation.

Full name of tenant (Please Print)

Social Security Number

Street Address

City, State, Zip

Signature of Tenant

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To Whom It May Concern:

The family/Individual named above is an applicant for a rental unit. The information requested is necessary to establish qualification for renting. This information will be held in strict confidence as is required under the provisions of the applicable law and will be used only to determine eligibility. Thank you for your cooperation. You may return the information either by fax (406) 322-4116 or by mail to Parks Real Estate, P.O. Box 966 Columbus, MT 59019

**Michelle Fleming, Property Manager**

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Present position of Applicant _____

Start Date of Employment _____

Fill in rate that is applicable: (Check One Only)

Hourly rate _____ Hours worked weekly if hourly _____

Weekly Rate _____ Monthly Rate _____

Additional Compensation (if any):

Overtime _____

Bonuses _____

Tips _____

Nature of Employment:

Permanent _____ Temporary _____ Seasonal _____ Part Time _____

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.

Signed _____(employer)

Title _____

Date _____



MEAGAN'S LAW DISCLOSURE

Pursuant to the provisions of Title 46, Chapter 23, Part 5 of the Montana Code Annotated, certain individuals are required to register their address with the local law enforcement agencies as part of Montana's Sexual and Violent Offender Registration Act. In some communities, law enforcement offices will make the information concerning registered available to the public. If you desire further information please contact the local County sheriff's office, the Montana Department of Justice, in Helena, Montana and the probation officers assigned to the area.

Dated this _____ day of _____

Buyer

Broker/ SalesPerson

AUTHORIZATION TO OBTAIN CREDIT REPORT

I _____ authorize Parks Property Management to obtain a credit report, to be used for the consideration as a potential renter. I am aware that the fee for this report is being done at my expense.

Sign Name

Date

Date of Birth: _____

SS#: _____

Address: _____

How Long Lived at Address: _____

How Long at Job: _____

Gross Monthly Income: _____