

WILEY BROOKS

COMPANY INC.



2525 Blueberry Road, Ste. 105 Anchorage, AK 99503
(907) 277-2484 Fax (907) 272-4821

Residential Leasing Application

Thank you for your Interest. Please complete all requested Information on the front and back of this form for each person responsible.

**WBC is a Full Service Real Estate
Leasing, Management, and Sales Brokerage**

Address of Unit Wanted: _____ Desired Date of Occupancy: _____

Application Fee: **\$25 per each adult applicant** Rental Rate: _____ Security Deposit: _____ Pet /Smoking Deposit: N/A

Tenant paid util.: N/A Electric; N/A Gas; N/A Refuse; N/A Water/Sewer. Avg. monthly util. cost: N/A

PERSONAL INFORMATION

APPLICANT'S FULL NAME: _____ Date of Birth: _____ Social Security #: _____

Applicant Cell Ph. #: _____ Hm Ph. #: _____ E-mail Address: _____

CO-APPLICANTS FULL NAME: _____ Date of Birth: _____ Social Security #: _____

Co-Applicant Cell Ph. #: _____ Hm Ph. #: _____ E-mail Address: _____

Other Residents	Relationship	Date of Birth

CURRENTLY WE DO NOT ACCEPT PETS OR SMOKERS.

RESIDENT HISTORY

PRESENT ADDRESS: _____ ZIP Code _____

Present Telephone: _____ Cell Phone _____ Length of time at present address: _____

Present Landlord: _____ Phone #: _____

Amount of Rent: \$ _____ Reason for Moving: _____

CO-RESIDENT'S CURRENT ADDRESS (if different from above): _____

PREVIOUS ADDRESS: _____ ZIP Code _____

Previous Landlord: _____ Phone #: _____ Length of time at previous address: _____

Amount of Rent: \$ _____ Reason for Moving: _____

EMPLOYMENT INFORMATION

EMPLOYED BY _____ How long? _____

Employer's Address _____ Zip _____ Telephone _____

Position Held _____

Monthly Salary _____ Supervisor _____

CO-RESIDENT'S OR PREVIOUS EMPLOYER _____ How long? _____

Employer's Address _____ Zip _____ Telephone _____

Position Held _____

Monthly Salary _____ Supervisor _____

CREDIT REFERENCES

Bank: _____ 2nd Bank: _____
 Checking Acct #: _____ Savings Account Number: _____ 2nd Acct # _____
 Personal Reference (not related to applicant): _____
 Address: _____ Phone #: _____

Complete the following only for those accounts that do not appear on credit reports (e.g., private loans, Rent to Own or Rentronics):

Credit Reference: _____ Account Number: _____
 Address: _____ Phone #: _____

Have you ever been convicted of a felony? _____ Date? _____
 Explain circumstances _____

OTHER INFORMATION

Number of Automobiles (Including Company Cars) _____ Driver's License No. _____
 Make _____ Year _____ Color _____ Tag No. _____ State _____
 Make _____ Year _____ Color _____ Tag No. _____ State _____
 Household Income \$ _____ Per _____
 Other Remarks _____

In Case of Personal Emergency, Notify (Next of Kin): _____ Relationship _____
 Address _____ Telephone _____
 City _____ State _____ Zip _____
 Co-Resident's next of Kin: _____ Relationship _____
 Address _____ Telephone _____
 City _____ State _____ Zip _____

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 ___

I hereby make application for a unit and certify that this information is correct. I authorize you to contact any reference that I have listed and authorize those references listed to release information to Wiley Brooks Co., Inc.
Signature authorizes Wiley Brooks Co., Inc. to complete a full credit check of their own on the applicant(s).

 Applicant's Signature Date

 Co-Applicant's Signature Date

FOR OFFICE USE ONLY -- DO NOT WRITE BELOW

Date Application Received _____ Received by _____

REFERENCE VERIFICATION		REMARKS	RECORD OF ADVANCE DEPOSITS RECEIVED			
	Present Landlord		Date	Description	Amount	How pd.
	Previous Landlord					
	Employment					
	Co-Res Employment		This application: Approved Not Approved			
	Bank Reference		By:			
	Credit Reference		Assigned unit no.:			
	Personal Reference					
	Credit Report		Move-In Date			
	Co-Res Cred Report					



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www.wbcak.com



EMPLOYMENT VERIFICATION RELEASE FORM

PRINT CLEARLY - All fields are **REQUIRED**

Applicant Name: _____ SSN#: _____ - _____ - _____

Address: _____ APT # _____ City: _____

State: _____ Zip: _____ Employer Information Company/Organization Name:

_____ Date of Employment: _____ Annual Salary:

_____ Supervisor Contact: _____ Address:

_____ City: _____ State: _____

Zip: _____ Phone Number: _____

I authorize Wiley Brooks Company, Inc. to verify my employment and compensation for tenant screening purposes.

Applicant Signature: _____ Date: ___/___/20___

Applicant Signature: _____ Date: ___/___/20___

Thank you for your help.

Signature

Property Manager
Title

Date



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LANDLORD REFERENCE FORM

Applicant: Please only sign the bottom.

DATE: _____

TO: Please fill in the following regarding tenant:

Tenant rented: From _____ to _____

Amount of monthly rental payment \$ _____ Does applicant pay as agreed? Yes / No

Has applicant ever had late payments? Yes / No Number of times? ____

Have you ever begun eviction proceedings for non-payment of rent? Yes / No

How many tenants shared the apartment with the applicant?

Did the applicant interfere with the rights of peaceful enjoyment of others? Yes / No

If, so describe would you rent to this applicant again? Yes / No If not, Why? _____

Please fax back this completed credit check to (907) 272-4821. It would be greatly appreciated.

Thank you for your help.

Signature _____ Title Property Manager Date _____

I/We hereby authorize any person or company to supply you with any information requested concerning me/us. I/We understand that misrepresentation or concealment relative to any of the above facts will at Lessor's option, void my/our rights under any agreements entered into for the rental of the premises first written above. I certify that the above facts are accurate and correct to the best of my knowledge.

Date: Signature _____

Date: Signature _____