



1325 Millersport Highway, Suite 109 ♦ Buffalo, New York 14221 ♦ [www.adcoapts.com](http://www.adcoapts.com) ♦ Tel: (716)631-0555 ♦ Fax: (716)631-0587

## RENTAL APPLICATION & AUTHORIZATION FORM

**For Office Use:**

Date: \_\_\_\_\_ Property Address: \_\_\_\_\_

Monthly Rent: \_\_\_\_\_ Lease Start: \_\_\_\_\_ Security Deposit: \_\_\_\_\_ Taken By: \_\_\_\_\_

**Personal Information**

Applicant's Name: \_\_\_\_\_ SS#: \_\_\_\_\_

Current Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_ Email: \_\_\_\_\_

Do you own a vehicle? Type? \_\_\_\_\_ License Plate: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_

In emergency notify: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_ Email: \_\_\_\_\_

Closest Living Relative: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_ Email: \_\_\_\_\_

Current Landlord's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Have you ever been evicted? \_\_\_\_\_ If so, when? Explain: \_\_\_\_\_

**Employment**

Employer: \_\_\_\_\_ Employer's Phone #: \_\_\_\_\_ Position: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Supervisor's Phone # and Extension: \_\_\_\_\_

Income (circle one) Weekly / Bi-Weekly / Monthly Amount: \$ \_\_\_\_\_

Other Income: \$ \_\_\_\_\_ Source of Other Income: \_\_\_\_\_

**Financial**

Bank: \_\_\_\_\_ Address: \_\_\_\_\_

Savings Account #: \_\_\_\_\_ Checking Account #: \_\_\_\_\_

Have you ever filed bankruptcy? \_\_\_\_\_ If so, when? \_\_\_\_\_

The following people will be living with me:

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

3. \_\_\_\_\_ 4. \_\_\_\_\_

How many pets? \_\_\_\_\_ Type: \_\_\_\_\_ How many family members smoke? \_\_\_\_\_

I hereby authorize ADCO Properties or its agents to verify the above information by contracting previous landlords or by obtaining either a consumer, or investigate credit report from RENTGROW. Such a report may include information regarding my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. This report may be compiled with information from credit bureaus, courts record repositories, departments of motor vehicles, past or present employers and educational institutions, governmental occupational licensing or registration entities, business or personal references, and any other source required to verify information that I have voluntarily supplied. I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification by contacting RENTGROW at 275 Wyman Street Suite 14: Waltham, MA 02451.

I understand that the \$25.00 fee for verifying this rental application and running a consumer credit report is non refundable and is not a deposit, and will not be applied to any rent or refund, even if the application is declined. (This \$25.00 fee can only be accepter as cash or money order.)

In addition to the above \$25.00 fee, I hereby make a separate deposit of \$\_\_\_\_\_ as deposit on the above premises pending execution of lease agreement. I understand that my deposit may be applied toward any rent loss, advertising costs, re-rental fees, etc, if this application is approved and I am unable to fulfill the conditions of occupancy. The deposit will be returned if this application is not approved providing all of the above questions are answered truthfully.

The information on this application is true and correct to the best of my knowledge.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

**For Office Use:**  
Application Fee: Cash \_\_\_\_\_ Money Order #: \_\_\_\_\_  
Apartment Deposit: Cash \_\_\_\_\_ Money Order #: \_\_\_\_\_ Check #: \_\_\_\_\_