

APPLICATION PROCESS

Thank you for your interest in leasing at 2932 W Fulton St, Chicago, IL 60612. Each prospective tenant over the age of 18 will need to complete a written rental application.

Credit & Background Check Fee

In addition to the application fee, you will need to pay an online credit check and background check fee of **\$40.00 per applicant. This fee is non-refundable.** Please make the application fee check payable to "Elisha Marshall". The results of the credit and background check will be shared with you.

Verification of Information on Application

We will take the following actions with respect to all written applications:

1. Review the credit report and background check provided by an online service.
2. Contact your employer to verify your employment.
3. Contact your current landlord regarding your current rental status. If the credit check and employment checks are unsatisfactory, this step may not be performed.

Decision

Once we have all the information in hand we will make a decision and notify you. We try to get this done in a timely manner but it can take some time to hear back from your employer and/or landlord.

If you have any questions please feel free to contact me:

Molly Marshall (Owner/Landlord)
773-988-7319
molly@2932wfulton.com

Apartment Lease Application

Each applicant and co-signer (if applicable) must fill out a separate application.

Application Date	Rental Unit Address
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Monthly Rent	Lease Term
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\$

Start:

End:

Applicant Information

Full Name: _____

SSN: _____ Date of Birth: _____

Drivers License #: _____ State: _____

Cellphone: _____ Email: _____

Employer: _____ Employer Phone: _____

Referred By: _____

Current Address

Address: _____

Lease Start Date: _____ Lease End Date: _____ Monthly Rent: _____

Landlord Name: _____ Landlord Phone: _____

Previous Address

Address: _____

Lease Start Date: _____ Lease End Date: _____ Monthly Rent: _____

Landlord Name: _____ Landlord Phone: _____

References

Business: _____
Name Address Phone

Personal: _____
Name Address Phone

Notify In Case of Emergency

Name	Relationship	Address	City/State/Zip	Phone
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Vehicle Information

Year	Make	Model	Color	License Plate	State
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Pets

Type	Breed	Sex	Color	Weight	Neutered/Spayed?	Yes / No
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Other Occupants

List names and birthdates of *all* additional occupants 18 years and older:

List names and birthdates of *all* dependents 18 years or younger:

I warrant that all statements contained in this application are true and accurate and that I have not knowingly withheld any information which would, if disclosed, affect my application unfavorably. I hereby provide the owner or its authorized agent with my consent to communicate with my current and former landlords, as well as my current employer(s) for the purpose of, among other things, verifying the information listed herein. I am aware that a credit history, eviction search, and criminal background check may be conducted in conjunction with my application.

Any person or firm is authorized to release information pertaining to my credit history or suitability as a tenant upon presentation of this form or a photocopy of this form.

It is understood that any processing fee associated with this application is non-refundable, but that any security deposit received from me will be refunded if my application is not approved.

Applicant Signature

Date