



3302 Overland Road * Boise, Idaho 83705
OFF. (208) 345-2900 * FAX (208) 345-2502

APPLICATION PROCEDURE

Lack of information and an incomplete application will result in a longer processing time.
(PLEASE INITIAL NUMBERS 1 THROUGH 6.)

- 1.) Bring back application complete with all signatures. All adult applicants must include a *copy* of driver's license, a *copy* of a current bank statement, and *copies* of 2 recent pay stubs. (Make sure copies are copies we can keep) Initials_____
- 2.) To process the application a non-refundable fee of \$25.00 per individual or \$45.00 per married couple is required. The security deposit can be left to secure the property in earnest to lease property if accepted. If applicant backs out of leasing property the deposit is non-refundable, if applicant is declined the full deposit will be returned. Initials_____
- 3.) Roommates- must have individual in the group or a local cosigner who can qualify on own and all occupants must pass background check. Initials_____
- 4.) Self Employed- must include *copies* of last two Income Tax Returns or *copies* of twelve months worth of bank statements. Initials_____
- 5.) It takes 24-48 hours (excluding weekends) to process an application after it has been turned in with fee or deposit. Initials_____
- 6.) Homefinders is the agent for the owner; we are not the property manager. Initials_____

QUALIFICATION REQUIREMENTS

Applicants need at least three out of the four requirements to qualify

- Need favorable rental or mortgage history and references.
- Verifiable employment and income required. Rent amount should only be 1/3 of gross income. (Can not combine incomes unless married)
- If not employed, will need a minimum of three months rent in advance.
- Looking for decent credit/criminal history (written explanations are encouraged)

EQUAL HOUSING OPPORTUNITY





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Applicant's Last Name	First	Middle	Date of Birth	Driver's License No. & State	Social Security No.
Co-Applicant's Last Name	First	Middle	Date of Birth	Driver's License No. & State	Social Security No.
Other Occupants: Names, Ages, and Their Relationships: (1) _____ (2) _____ (3) _____ (4) _____					
Do You Have Pets? <input type="checkbox"/> Yes <input type="checkbox"/> No	How Many?	Kind of Pet(s), Breed(s), Weight, Age, Gender & Name:			

PART 1 RESIDENCE HISTORY

Present Address: City, State, Zip	1 st Phone	2 nd Phone	Reason Moving	<input type="checkbox"/> Own <input type="checkbox"/> Rent	How Long?
Present Landlord or Mtg. Co.	Name	Phone	Monthly Payment \$	Lease Expiration Date	
Previous Residence Address: City, State	Previous Landlord or Mtg.	Phone	How Long?	Monthly Payment \$	

PART 2 EMPLOYMENT HISTORY

Applicant Employed by	Supervisor's Name			Position	
Address	City	State	Zip	Phone	Hire Date
					Salary \$ Per
Applicant's Previous Employment	Supervisor's Name			Position	
Address	City	State	Zip	Phone	How Long?
					Salary \$ Per
Co-Applicant Employed by	Supervisor's Name			Position	
Address	City	State	Zip	Phone	Hire Date
					Salary \$ Per
ADDITIONAL INCOME (OPTIONAL) (i.e. Child Support, Alimony, Assistance)					
F. Source	Phone	Amount: \$	Per		

PART 3 CREDIT AND LOAN REFERENCES

No. of Vehicles on Property:	Do you have any recreational vehicles, vans, boats, motorcycles? If so, specify:				
Vehicle 1: Make/ Model	Color	License No.	State		
Financed/Leased Thru	Phone	Account No.	Monthly Pmt. \$		
Vehicle 2: Make/ Model	Color	License No.	State		
Financed/Leased Thru	Phone	Account No.	Monthly Pmt. \$		

Loans and Charge Accounts (including Banks, Dept. Stores, Credit Cards, etc. Do not list vehicle loans already listed above)

Owed To	Account No	Phone	Total Owed	Monthly Pmt.
I.				\$
J.				\$
K.				\$

PART 4 BANK REFERENCES

Name of Bank or Financial Institution	Account No.	Phone	Branch / City-State
L.			
M.			

PERSONAL REFERENCES

Name	Address	Phone	Relationship
N.			
O.			

PART 5 EMERGENCY CONTACT

Name	Address	Phone	Relationship
P.			

Applicant hereby represents that all the above statements are true, correct and complete, and agrees that landlord may terminate any agreement entered in to in reliance on any misstatement made above. Applicant authorizes verification of the above information provided including, but not limited to obtaining a consumer credit report. Homefinders reserves the right to request additional information or to reject any application. The cost of the application is not rent or deposit and will not be refunded. Applicant hereby submits application to lease property at _____ in "as is" condition, unless otherwise stated herein. **Date Needed is** _____

Applicants Signature _____ Date _____
 Co-Applicant's Signature _____ Date _____



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