

**Gilleland Realty, Inc.**  
**341 E. Main St**  
**Lincolnton, NC 28092**

**Requirements to turn in Application**

- 1-Must make 3 times the rent amount in 1 month
- 2-Provide copies of drivers license
- 3-Provide copies of your Social Security Card
- 4-Provide copies of your last two pay stubs

**APPLICATION FEE \$40 (PER ADULT)**

*Please complete all requested information on front and back of this form. Use black or blue ink only.*

**Date of Application** \_\_\_\_\_ **Desired Date of Occupancy** \_\_\_\_\_

**Unit Desired** \_\_\_\_\_ **Phone Number** \_\_\_\_\_

**Email address** \_\_\_\_\_

**PERSONAL INFORMATION**

**APPLICANT FULL NAME:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Social Security Number:** \_\_\_\_\_ **Driver's License No/State** \_\_\_\_\_

**CO-APPLICANT FULL NAME** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Social Security Number:** \_\_\_\_\_ **Driver's License No/State** \_\_\_\_\_

<b>Full Names of all Occupants</b>	<b>Relationship to Applicant</b>	<b>Date of Birth</b>

**Any Pets?** \_\_\_\_\_ **How Many?** \_\_\_\_\_ **Type:** \_\_\_\_\_ **Weight:** \_\_\_\_\_

**How did you hear about us?** \_\_\_\_\_

**RESIDENCE HISTORY**

**Present Address** \_\_\_\_\_ **zip** \_\_\_\_\_

**Dates of Occupancy From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Landlord Telephone Number:** \_\_\_\_\_

**Present Landlord** \_\_\_\_\_ **Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Monthly Rent \$** \_\_\_\_\_ **Reason For Moving** \_\_\_\_\_

**Previous Address** \_\_\_\_\_

**Dates of Occupancy From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Previous Landlord** \_\_\_\_\_ **Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Monthly Rent \$** \_\_\_\_\_ **Reason For Moving** \_\_\_\_\_

**EMPLOYMENT HISTORY**

**Present Employer:** \_\_\_\_\_ **Dates From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Employer's Address:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Position:** \_\_\_\_\_ **Supervisor:** \_\_\_\_\_ **Gross Monthly Salary:** \_\_\_\_\_

**Previous Employer:** \_\_\_\_\_ **Dates From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Employer's Address:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Position:** \_\_\_\_\_ **Supervisor:** \_\_\_\_\_ **Gross Monthly Salary:** \_\_\_\_\_

**Co-Applicant's Employer:** \_\_\_\_\_ **Dates From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Employer's Address:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Position:** \_\_\_\_\_ **Supervisor:** \_\_\_\_\_ **Gross Monthly Salary:** \_\_\_\_\_

Any other verifiable source of income (please be specific) \_\_\_\_\_

**OTHER INFORMATION**

**Vehicles**

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No/State \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No/State \_\_\_\_\_

Other Car/Motorcycle/Boat?(Specify) \_\_\_\_\_

**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 damages to rental property?    Yes    No            Declared Bankruptcy?    Yes    No  
 Convicted of a felony or misdemeanor (excluding traffic)?    Yes    No    If Yes, please explain: \_\_\_\_\_

**Emergency Contact:** (Nearest relative not living with you)

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

**AUTOMATIC REJECTION ITEMS**

- **Landlord reference (would not re-rent due to lease violation, skip, damages, etc.)**
- Any rental housing debt still owed
- Eviction(s) and/or outstanding judgments on public record (including filed and unsatisfied)
- Criminal history (including misdemeanors and dismissals with the exception of minor traffic/parking violations)
- Rent ratio below standard (2.99 and under) = Gross monthly wage divided by monthly rent amount
- False information given on rental application

**APPLICANT'S CERTIFICATION, UNDERSTANDING AND AUTHORIZATION**

I certify that the information provided in this application is true and correct. I have read and understand the above-listed automatic rejection items. I understand that the application fee is not a deposit or rent and will not be applied as such or refunded even if the application is declined. I hereby authorize Lessor to contact any of the references that I have listed. I hereby authorize Lessor or Lessor's agents to obtain my obtain my criminal back ground check and credit report from a credit agency, which will appear as an inquiry on my file.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Co-Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**Application Fee (cash/money order) (non-refundable)**

**FOR OFFICE USE ONLY – DO NOT WRITE BELOW**

Reference Verification	Remarks	Record of Payments Received		
		Date	Description	Amount
Present Landlord				
Previous Landlord				
Employer				
Previous Employment				
Co-App Employment				
Other				
		<b>This Application:    Approved            Rejected</b>		

**Items Needed To Process Application:**

- Application Fee \$40.00(Per Adult) (cash/money order) (non-refundable)
- Driver's License
- Social Security Card/Green Card
- Last 2 paycheck stubs

**Separate Checks or Money Orders Needed at Time of**

**Signing of Lease:**

- Security Deposit (refundable)
- First Month's Rent (pro-rated, if applicable)
- Pet Fee (if applicable) (non-refundable)

Date: \_\_\_\_\_

By: \_\_\_\_\_

Unit Address: \_\_\_\_\_

Applicant Notified By: \_\_\_\_\_ Date: \_\_\_\_\_

Move-in Date: \_\_\_\_\_