

**Documentation Needed:**

- Picture I.D., Passport, etc
- Social security cards for all household members
- 2 most recent check stubs and/or other documentation
- \$ 25 application fee per person 18 yrs and older (money order only)

Rental Application



Green Tree Properties
5135 Hawaiian Terrace Apt 4
Cincinnati, Ohio 45223

513-681-1166 Phone / Fax 513-681-1133

Name of Applicant		Social Security #	Driver's License #		Cell Phone	Home Ph.	Work Ph.
Email:			Date of Birth				
Present Address Street:		How long?	Owner/Manager Name		Phone #		
City State Zip		Mo. Pmt?					
Previous Address Street:		How long?	Owner/Manager Name		Phone #		
City State Zip		Mo. Pmt?					
Applicant Employer and address		Phone	Length of employment	Salary	Occupation	Supervisor's Name	
Full-Time Part-Time Other							
Previous Employer (if current employer within 12 months)		Phone	Length of employment	Salary	Occupation	Supervisor's Name	
Other Sources of Income							
In case of Emergency, notify (Relationship)		Address			Phone		
Vehicle Make		Year, Model and Color			License Plate #		
How did you hear about us?							
Have you ever been asked to move from an apartment?		Yes	No				
Have you ever gone through a bankruptcy?		Yes	No				
Do you plan to have a pet in the apartment?		Yes	No				
Have you ever been evicted?		Yes	No				
UNIT APPLIED FOR		# OF OCCUPANTS			RENTAL AMOUNT \$		
OCCUPANCY DATE		PROOF OF RENTER'S INSURANCE			RENTAL AGENT		
The applicant has never plead guilty to, or been convicted of, a crime (misdemeanor or felony) except:							

Name and age of all persons other than applicant who will occupy the unit:							
Name:				Age:			
Name:				Age:			
Name:				Age:			
Name:				Age:			

Applicant has submitted the sum of \$25.00, which is a non-refundable payment for a credit/criminal background check, and processing of this application by Green Tree Properties ("Landlord") and its agent. This sum does not represent a rental payment or payment of a lease fee. This sum will be retained by the Landlord to cover the cost of processing this application.

The Applicant certifies that the information given herein is complete and correct. The Landlord or its agent is hereby expressly authorized to verify the accuracy and correctness of these statements, to communicate with the applicant's employers, creditors and landlords, and to procure such other information (including credit reports and criminal background) which the Landlord may require to evaluate this application at the time application is submitted and at any time in the future with respect to renewals, transfers or collection of unpaid rent or fees. Any false information will constitute grounds for rejection of application, or Landlord may immediately terminate any tenancy entered into in reliance upon misinformation given on the application.

Signature of Applicant: _____ Date _____

In addition to the \$25 application fee, the applicant has remitted a security deposit of \$_____ with this application. By signing this application the undersigned expressly agrees to rent the unit (if application is approved). If the applicant does not cancel this application prior to 5:00 P.M. Cincinnati time on the day following the date signed below, and but then decides not to move into the premises, this security deposit will be forfeited not as liquidated damages, but as a credit against the total damages incurred by Landlord from the breach of the lease. If the Landlord approves the application and the application is not cancelled within the allowed time, the Lease for the unit is effective and the applicant is fully liable thereunder. If applicant is not approved or if the applicant cancels within the allowed time, the security deposit, but NOT the application fee, shall be returned to applicant. Processing of applicant shall be as timely as possible and the results may be offered via telephone, fax, mail, or voice mail.

Signature of Applicant: _____ Date _____