

**Property Disposition I, LLC**  
**www.pdone.info**

**TENANT APPLICATION AND INFORMATION FORM**  
[required for each adult tenant who will live at the property]

**Tenant Applicant: Please complete this form in full, with two year's information.**

Please provide a copy of Driver's License [or other official form with picture identification]

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

Email Address \_\_\_\_\_ Rental Agent \_\_\_\_\_

**Personal Identification and Information:**

- Driver's License Number and State \_\_\_\_\_
- Car Make, Model, Color, Year \_\_\_\_\_ State and Tag Number \_\_\_\_\_
- Personal References and Contacts  
(1) \_\_\_\_\_ Phone \_\_\_\_\_  
(2) \_\_\_\_\_ Phone \_\_\_\_\_
- Will any part of your rent or security deposit be paid by another person or a city/state/community agency? \_\_\_\_\_ If so, please explain \_\_\_\_\_
- Have you ever been convicted of a crime? \_\_\_\_\_ If so, please explain \_\_\_\_\_
- Are you classified as a sexual predator or offender on any list in any jurisdiction? \_\_\_\_\_

**Housing Information:**

- Address of property for which you are applying \_\_\_\_\_
- Desired term of lease \_\_\_\_\_ 1 year \_\_\_\_\_ other – please explain \_\_\_\_\_
- Price range \_\_\_\_\_ Move-in date \_\_\_\_\_
- Names of all occupants (including children) who will live at this property \_\_\_\_\_  
\_\_\_\_\_
- Pets \_\_\_\_\_ no \_\_\_\_\_ yes (number, type, weight, breed) \_\_\_\_\_
- Smoker \_\_\_\_\_ no \_\_\_\_\_ yes

**Agreement**

**I hereby authorize the Owner/Landlord and its agents to: verify information provided here; to obtain credit information and history from their designated credit bureau(s) for use in this application; and to share this information with the Owner/Landlord or Property Manager. I certify that all the information is correct. I understand that any false information provided by me may result in the termination of any lease that results from this application.**

Signed \_\_\_\_\_ Date \_\_\_\_\_

Applicants' Initials: (\_\_\_\_\_) (\_\_\_\_\_) (\_\_\_\_\_)

**Current Employment**

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Job Description \_\_\_\_\_

Monthly (gross) Salary \$ \_\_\_\_\_ Date of Hire \_\_\_\_\_ Job Status \_\_\_\_\_

Comments \_\_\_\_\_

**Previous Employment**

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Job Description \_\_\_\_\_

Monthly (gross) Salary \$ \_\_\_\_\_ Employed from \_\_\_\_\_ until \_\_\_\_\_ Job Status \_\_\_\_\_

Comments \_\_\_\_\_

**2 Years Rental History Preferred**

Property Address \_\_\_\_\_

Monthly Rent \$ \_\_\_\_\_ Occupancy from \_\_\_\_\_ until \_\_\_\_\_ Reason for leaving \_\_\_\_\_

All names on lease \_\_\_\_\_

Property Address \_\_\_\_\_

Monthly Rent \$ \_\_\_\_\_ Occupancy from \_\_\_\_\_ until \_\_\_\_\_ Reason for leaving \_\_\_\_\_

All names on lease \_\_\_\_\_

**Rental history: Owner/Property Manager should complete this section.**

Please confirm or correct the information provided by the tenant applicant whose name and signature appear above. **Then fax to 904-387-6969.** Please call with any questions. We try to complete the application within 48 hours. Your help in this process is greatly appreciated.

Proper notice given? \_\_\_\_\_

If not, please comment: \_\_\_\_\_

Lease fulfilled? \_\_\_\_\_

If not, please comment: \_\_\_\_\_

Has rent ever been late? \_\_\_\_\_

If so, how often? \_\_\_\_\_

Any Returned/NSF checks? \_\_\_\_\_

If so, how many? \_\_\_\_\_

Any pet problems? \_\_\_\_\_

Any noise complaints? \_\_\_\_\_

Any damage to property? \_\_\_\_\_

Would you rent to them again? \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Owner/Property Manager

.....  
Office Use Only:

Address \_\_\_\_\_

Applicants' Initials: ( ) ( ) ( )