



1433 GRANDVIEW AVE.
COLUMBUS, OHIO 43212
Fax 614-488-1905
Cell 614-600-8007

RENTAL APPLICATION

Premises Information

Today's Date: _____

Address _____ Monthly Rent _____

Move In Date _____ Holding Fee/Deposit _____

Pet Deposit _____

Personal Information

Applicant's Name _____

Present Address _____

City / State / Zip _____ Phone # _____

Date of Birth _____ Social Security # _____

Spouse's Name _____

Date of Birth _____ Social Security # _____

Phone # _____

Other Occupant's Name _____ Relationship _____

Other Occupant's Name _____ Relationship _____

Rental History

Present Apartment Landlord _____ Landlord's Phone _____

Date of occupancy _____ Rent Paid \$ _____

Previous Apartment Landlord _____ Landlord's Phone _____

Previous Address _____

Date of occupancy _____ Rent Paid \$ _____

Employment History

Present Employer _____ Supervisor _____ Phone # _____

Position _____ Length of Employment _____ Annual Income _____

Spouse's Present Employer _____ Supervisor _____ Phone # _____

Position _____ Length of Employment _____ Annual Income _____

Emergency Contact (Relative or Friend)

Name _____ Relationship _____ Home Phone # _____

Address _____ City / State / Zip _____ Work Phone # _____

Miscellaneous

Your E-mail Address: _____

How did you hear about us? _____

If resident referral, please give name and address: _____

Do you have any pets? **YES / NO** **If yes, please note there is a \$200 pet deposit and an additional \$25/month pet fee.**

Type of Pet: _____ Weight: _____ Breed: _____

Have you ever filed bankruptcy **YES / NO**

Have you ever been evicted? **YES / NO**

Have you ever been convicted of a felony or have any criminal record? **YES / NO**

Signatures/Authorization

A non-refundable \$50.00 processing fee is due with the application. This processing fee cannot be applied to rent, pet deposit, holding fee or security deposit due. Should we have more than one acceptable application on this property at the same time, the premises will be rented to the first completed application received and the \$50.00 will be refunded to the other applicants. The undersigned does hereby agree and consent that all information stated on this application may be verified and processed through a profile reporting agency. The applicant hereby authorizes Metropolitan Holdings to conduct any investigation necessary, including but not limited to, rental history, employment history, credit history and civil and criminal background checks. The applicant also agrees that all information pertaining to their rental record can be released for future verification. The applicant hereby releases all parties from liability in connection with this provision and use of such information. In signing this rental application, the applicant certifies that all information is complete and accurate. Upon approval of this application a holding fee of \$_____ is due. The property applied for cannot be held for the applicant until the entire holding fee is paid. After the holding fee is paid, should the applicant decide not to rent the premises the holding fee will be forfeited to the property Owner. Once the applicant signs a lease and takes occupancy, the holding fee shall be held as a security deposit pursuant to the lease.

Signature _____ Date _____

Spouse's Signature _____ Date _____

Office Use Only

Application Taken By: _____ Date _____ Application Fee Received: _____

Date: _____ Approved/Denied/Cancelled _____ Notified of Approval/Denied letter sent: _____

Holding Fee to be paid _____ Holding Fee Received _____

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