

For Office Use Only
Date of Application _____
Lease Start Date _____
Rental Unit _____

Ginsburg & Co. L.L.C.
LEASE APPLICATION

This application must be filled out completely to be accepted.

Primary Applicant

First _____ Middle _____ Last _____

Cell Phone _____ Home Phone (if applicable) _____ DOB _____

Social Security # _____ - _____ - _____ Drivers License # _____ State _____ Exp. _____

Vehicle Make _____ Model _____ Color _____ License Plate # _____ State _____

Current Address _____ City _____ State _____ Zip _____ County _____

Current Landlords Name _____ Phone/Email _____

How long at this address _____ Reason for leaving _____

Previous Address _____ City _____ State _____ Zip _____

Previous Landlords Name _____ Phone/Email _____

How long at this address _____ Reason for leaving _____

Employer _____ Supervisor _____ Position _____

Employers Address _____ City _____ State _____ Zip _____

Employers Phone/Email _____ How long at this job _____ Monthly Income _____

Other Income/sources _____

***Have you ever been evicted? Y / N If yes, give reason** _____

***Have you ever been convicted of a felony or misdemeanor? Y / N If yes, please explain** _____

***In case of personal emergency, notify** _____ relationship _____

City: _____ State: _____ Phone #(s): _____

Co-applicant

First

Middle

Last

Cell Phone _____ Home Phone (if applicable) _____ DOB _____

Social Security # _____ - _____ - _____ Drivers License # _____ State _____ Exp. _____

Vehicle Make _____ Model _____ Color _____ License Plate # _____ State _____

Current Address _____ City _____ State _____ Zip _____ County _____

Current Landlords Name _____ Phone/Email _____

How long at this address _____ Reason for leaving _____

Previous Address _____ City _____ State _____ Zip _____

Previous Landlords Name _____ Phone/Email _____

How long at this address _____ Reason for leaving _____

Employer _____ Supervisor _____ Position _____

Employers Address _____ City _____ State _____ Zip _____

Employers Phone/Email _____ How long at this job _____ Monthly Income _____

Other Income/sources _____

***Have you ever been evicted? Y / N If yes, give reason** _____

***Have you ever been convicted of a felony or misdemeanor? Y / N If yes, please explain** _____

***In case of personal emergency, notify** _____ relationship _____

City: _____ State: _____ Phone #(s): _____

Primary Applicant & Co-applicant:

*Do you have a pet(s)? Y / N If yes, what type(s)? _____

Pet's Name(s) _____ Age(s) _____ Weight(s) _____

Names, relations and ages of all other people who will live at residence:

Primary Applicant Email Address: _____

Co-Applicant Email Address: _____

I declare the forgoing to be true under penalty of perjury. Authorization is hereby given to Ginsburg & Co., L.L.C. and Merchant Street, L.L.C. to investigate **all statements** contained in this application and to obtain **credit report** and **criminal record** for tenant screening as may be necessary in arriving at a rental decision and inquire about my employment, wages, references, and past rental history. I understand that Ginsburg Co. may terminate any rental agreement entered into for any misrepresentation made above.

*****I agree to provide a photo I.D. for Primary Applicant & Co-Applicant at time of submitting lease application.*****

***I agree to pay a credit application fee of \$35 to Ginsburg & Co. L.L.C. at time of submitting lease application to pay for tenant screening services from Accudata Credit Systems.**

Primary Applicant Signature _____ **Date** _____

Co-Applicant Signature _____ **Date** _____

****If you would like to obtain a copy of your personal credit report or criminal record please contact the following agency:*

*Accudata Credit Systems Inc
PO Box 359
Jefferson City, MO 65102
1-800-475-6703*

***Applicant must sign and date attached forms: Employment Verification & Authorization To Release Information where indicated with X's.**

AUTHORIZATION TO RELEASE INFORMATION

TO: _____

RE: Lease Applicant: _____

The above referenced Lease Applicant has made application to lease a property from the undersigned prospective Landlord.

**I, _____ (Applicant),
have submitted an application to lease a property located at:**

The landlord, broker, or landlord's representative is:

*Angela Garrett, Business & Property Manager
Ginsburg & Co., L.L.C.
2024 Cherry Hill Dr., Suite 102
Columbia, MO 65203
Phone: (573) 514-2019
FAX: (573) 228-9292
Email: Angela@DonGinsburg.com*

I give my permission:

- 1. To the above-named person to obtain a copy of my consumer report (credit report) from any consumer reporting agency and to obtain background information about me.**
- 2. To my current and former landlords to release any information about my rental history to the above-named person.**
- 3. To my current and former employers to release any information about my employment and income history to the above-named person.**
- 4. To my bank, savings and loan, or credit union to provide verification of funds that I have on deposit to the above-named person.**
- 5. To my current and former mortgage lenders on property that I own or have owned to release any information about my mortgage payment history to the above-named person.**

X

Applicant's Signature

Date

Employment Verification

To: Name of Employer: _____

Employer Fax/Email/Address : _____

From: Ginsburg & Co., L.L.C., 2024 Cherry Hill Dr., Suite 102, Columbia, MO 65203
(573) 514-2019

RE: Name of Applicant: _____

Social Security Number: _____

I hereby authorize the release of my employment information to *Ginsburg & Co., L.L.C.*

X _____
Applicant Signature Date

Please take note that the above applicant has made application to rent one of our homes. We respectfully request that you assist us in qualifying said applicant by taking a moment to fill out the information listed below. Thank you in advance for a prompt response.

Landlord/Landlord Representative Date

TO BE COMPLETED BY EMPLOYER Regarding above named applicant:

Position (Job Title): _____

Date of Hire: _____

Pay Rate: Hourly*: _____ Monthly: _____ Annually: _____

*If hourly, please include the number of hours worked on average per week: _____

Is There Be Any Anticipated Change in the Employee's Salary in the Next 12 Months? _____

Likelihood of Continued Employment (circle one): Strong Average Poor

Additional Comments (if any):

Signature

Title

Phone Number

Date

Thank You

Ginsburg & Co., L.L.C.
2024 Cherry Hill Dr., Suite 102
Columbia, MO 65203
Phone: (573) 514-2019
FAX: (573) 228-9292

REQUEST FOR RENTAL HISTORY

TO: _____

RE: Lease Applicant: _____

The above referenced Lease Applicant has made application to lease a property from the undersigned prospective Landlord. The Lease Applicant reported they previously leased the following property from you: _____

1. Beginning date of lease _____ Ending date _____ Monthly Rent \$ _____
2. Did the Lease Applicant pay rent on time? Yes No If No, how many times late? _____
3. Were any of the Lease Applicant's checks returned unpaid by the bank? Yes No
4. Did the Lease Applicant cause any damage to the property? Yes No
5. Did you receive any noise complaints about the Lease Applicant? Yes No
6. Did the Lease Applicant violate the lease? Yes No
7. Was the lease terminated early for any reason? Yes No
8. Would you lease to the Lease Applicant again? Yes No
9. Any other comments/information you would like to provide _____

Name of person completing this form _____

Position _____

Please Return Completed Form To: Angela@DonGinsburg.com or FAX to (573) 228-9292.

Thank You