



RENTAL APPLICATION

1302 S. Shields St. A2-3, Fort Collins, CO 80521

Phone 970-689-8803 - Fax 970-224-2835

myhouse@myfortcollinshome.com

- Each adult (18 or older) must fill out a separate application
- There is a fee of \$50 per application (Money order or cashiers check only, no cash accepted), if accepted, \$25 of it is applied to your first month's rent
- Co-signer is required for all Section 8, students, also may take place of employment or rental history, or if applicant doesn't have a SS#
- Processing normally takes 1 to 3 business days, and begins once all fees have been paid, the property will be held 72 hours to allow for application processing. If you are not willing to sign a lease within 72 after approval, please do not apply

First	Middle	Last	Birth Date	Social security #	Drivers License #
Any other names you have used in the past?			Home Phone	Cell Phone	
Address of property you are applying for			Email Address	Work Phone	
All Other Proposed Occupants			Birth Date	Relationship To Applicant	

RENTAL HISTORY: Verifiable residential history for at least one year with references

	Current Residence	Previous Residence	Prior Residence
Street Address			
City			
State & Zip			
Monthly Rent/ Current Balance			
Owner/Manager and Phone #			
Reason for leaving?			
Did you give notice?			
Dates of Residency	to	to	to

EMPLOYMENT HISTORY: Verifiable current employment for at least 6 months, & monthly combined income of 2x's rent

	Current Employment	Previous Employment	Prior Employment
Employed by			
Address			
Employer's Phone			
Occupation			
Name of Supervisor			
Monthly Gross Pay			
Dates of Employment	to	to	to

ADDITIONAL INCOME: Please include any other verifiable sources of income that you would like us to consider

Source	Monthly Amount

VEHICLES:

(Including vehicles belonging to other proposed occupants also)

Make	Model	Color	Year	License Plate	State

PETS:

Pets are approved on a case by case basis

	First Pet	Second Pet	Third Pet
Type/Breed			
Sex/Age			
Weight/Color			
Spayed or Neutered			
Name			

REFERENCES & EMERGENCY CONTACTS:

	Personal Reference	In Case of Emergency Contact	Nearest Relative Not Living With You
Name			
Street Address			
City			
State & Zip			
Phone Number			

By signing the application you grant us permission to communicate with all the contacts listed in this section in the event we can't locate you.

GENERAL INFORMATION:

Sex offenders need not apply, other criminal histories are on a case by case basis

Have you ever been served a late rent notice?	Do you or any of the people who will be living with you smoke?
Have you ever been evicted from a rental dwelling? If yes, when?	Have you ever violated a lease, rental agreement, or regulations at a former rental dwelling? If yes please explain
Have you ever been convicted of a crime other than a motor vehicle violation? If yes, please explain	Have you ever been charged with abuse or misuse of a rental property? If yes please explain
Have you had any reoccurring problems with your current apartment or landlord? If yes, please explain	

CONSENT TO RELEASE INFORMATION TO MY HOUSE PROPERTY SERVICES

I/we as applicants represent that the statements above are true and correct and hereby authorize verification of references whereby information is obtained through personal interviews with my/our landlord, employer or others with whom I/we are acquainted. I/we also understand that a credit report will be obtained, and My House Property Services has the right to reobtain my credit as long as I have a balance owing with them. Owner has the right to reject this application and to refuse possession of the above mentioned accommodations.

I Authorize and direct any Federal, State or Local agency, organization, business, or individual to release information that will verify certain facts as represented on my application to rent with My House Property Services, Inc.

Verifications and inquiries that may be requested include, but are not limited to : Identity, Income, Residence Activity, Employment, Criminal Activity, and Credit.

I agree that a photocopy of this authorization may be used for the purpose stated above. The original will remain in my file, with My House Property Services or its representative(s), and will remain in effect for a year and a month from the date signed. I understand that I have the right to review my file and correct any information that I can prove incorrect.

Print Name	Signature	Date