

**RJH Realty Investments, Inc. Canyon Road Corp. & Silver Creek Homes, Inc.**

1205 East Robinson Norman, OK 73071

Phone: 364-4801 Fax: 701-8601

<http://www.rjh-realty.com>

**(We base our applications primarily on credit reports, last two years rental history, and last two years work/income history. Please read entire application, including resident criteria, before submitting the application. Contact me if you have doubts or questions.)**

**PLEASE BRING IN A COPY OF YOUR DRIVERS LICENSE, SOCIAL SECURITY CARD, AND A \$20.00 NON-REFUNDABLE CASH APPLICATION FEE PER APPLICANT.**

**RENTAL APPLICATION**

RENTAL PROPERTY \_\_\_\_\_ DATE OF OCCUPANCY \_\_\_\_\_ TERM OF LEASE \_\_\_\_\_

MONTHLY RENT \_\_\_\_\_ SECURITY/CLEANING DEPOSIT \_\_\_\_\_ PET DEPOSIT \_\_\_\_\_

**Applicant's Name:** \_\_\_\_\_ Date of Birth \_\_\_\_\_ Soc Sec # \_\_\_\_\_  
first middle last

**Spouse/Co-Applicant's Name:** \_\_\_\_\_ Date of Birth \_\_\_\_\_ Soc Sec # \_\_\_\_\_  
first middle last

**OTHER OCCUPANTS:**

Full Name Relationship Under 18 Full Name Relationship Under 18

Full Name Relationship Under 18 Full Name Relationship Under 18

**APPLICANT'S HISTORY:**

Present Address \_\_\_\_\_ Phone # \_\_\_\_\_ How Long? \_\_\_\_\_  
# and street city, state zip code inc. area code

Apt. Name or Landlord \_\_\_\_\_ Address \_\_\_\_\_ Phone # \_\_\_\_\_

Monthly Rent \_\_\_\_\_ What bills do you pay? \_\_\_\_\_ Reason for moving \_\_\_\_\_

Previous Address \_\_\_\_\_ Phone # \_\_\_\_\_ How Long? \_\_\_\_\_  
# and street city, state zip code inc. area code

Apt. Name or Landlord \_\_\_\_\_ Address \_\_\_\_\_ Phone # \_\_\_\_\_

Monthly Rent \_\_\_\_\_ What bills did you pay? \_\_\_\_\_ Reason for Moving \_\_\_\_\_

Are any of the above landlords related to you? \_\_\_\_\_ If yes, explain \_\_\_\_\_

**CO-APPLICANT'S HISTORY:**

Present Address \_\_\_\_\_ Phone # \_\_\_\_\_ How Long? \_\_\_\_\_  
# and street city state ZIP CODE inc. area code

Apt. Name or Landlord \_\_\_\_\_ Address \_\_\_\_\_ Phone # \_\_\_\_\_

Monthly Rent \_\_\_\_\_ What bills do you pay? \_\_\_\_\_ Reason for Moving \_\_\_\_\_

Previous Address \_\_\_\_\_ Phone # \_\_\_\_\_ How Long? \_\_\_\_\_  
# and street city state ZIP CODE inc. area code

Apartment name/Landlord \_\_\_\_\_ Address \_\_\_\_\_ Phone # \_\_\_\_\_

Monthly rent \_\_\_\_\_ What bills did you pay \_\_\_\_\_ Reason for moving? \_\_\_\_\_

**APPLICANT'S EMPLOYMENT HISTORY:**

**Present Employer** \_\_\_\_\_ Position \_\_\_\_\_  
name address

Supervisor \_\_\_\_\_ Employed since? \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_ Phone # \_\_\_\_\_

**Previous Employer** \_\_\_\_\_ Position \_\_\_\_\_  
name address

Supervisor \_\_\_\_\_ Employment dates \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_ Phone # \_\_\_\_\_

**CO-APPLICANT'S EMPLOYMENT HISTORY:**

**Present Employer** \_\_\_\_\_ Position \_\_\_\_\_  
(put previous employer if not employed now) name address

Supervisor \_\_\_\_\_ Employment dates \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_ Phone# \_\_\_\_\_

**Previous Employer** \_\_\_\_\_ Position \_\_\_\_\_  
name address

Supervisor \_\_\_\_\_ Employment dates \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_ Phone# \_\_\_\_\_

**Additional Income (Please attach documentation):**

**Applicant's Source:** \_\_\_\_\_

**Co-Applicant's Source:** \_\_\_\_\_

**Total Monthly Payments (not including rent or utilities):**

**Applicant:** \_\_\_\_\_

**Co-Applicant:** \_\_\_\_\_

**BANK REFERENCES:**

**Applicant:**

Bank Name \_\_\_\_\_ Contact Person \_\_\_\_\_ Acct. # \_\_\_\_\_ Balance \_\_\_\_\_

**Co-Applicant**

Bank Name \_\_\_\_\_ Contact Person \_\_\_\_\_ Acct. # \_\_\_\_\_ Balance \_\_\_\_\_

**CREDIT REFERENCES:**

**Applicant:**

Name: \_\_\_\_\_ Phone \_\_\_\_\_ Acct. # \_\_\_\_\_ Payment \_\_\_\_\_ Open/Closed

**Co-Applicant:**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Acct. # \_\_\_\_\_ Payment \_\_\_\_\_ Open/Closed

**VEHICLE INFORMATION (Applies if living at property):**

**Applicant:**

Year & Make \_\_\_\_\_ Color \_\_\_\_\_ Tag # \_\_\_\_\_

**Co-Applicant:**

Year & Make \_\_\_\_\_ Color \_\_\_\_\_ Tag # \_\_\_\_\_

Description and tag numbers of any other vehicle, motorcycle, camper, boat, etc. you own: \_\_\_\_\_

**PET INFORMATION (Applies if living at property):**

How many pets do you own? \_\_\_\_\_ Please list: \_\_\_\_\_  
kind of pet weight color indoor or outdoor

\_\_\_\_\_   
kind of pet weight color indoor or outdoor

**Applicant:**

Emergency Contact: \_\_\_\_\_  
Name Address Phone Relationship

**Co-/Applicant:**

Emergency Contact: \_\_\_\_\_  
Name Address Phone Relationship

Why are you leaving your present residence? \_\_\_\_\_

Have you or your spouse ever been evicted? \_\_\_\_\_ Have you or your spouse ever broken a lease agreement? \_\_\_\_\_  
Have you or your spouse ever been sued for non-payment of rent or damages to a rental unit? \_\_\_\_\_ Have you or your spouse  
ever been convicted of a felony? \_\_\_\_\_ Have you ever had noise complaints/etc. filed against you at previous rental  
units? \_\_\_\_\_ Have the police ever been called to any of your rental units? \_\_\_\_\_ Have you ever had a complaint filed against  
you for having a pet in violation of your lease? \_\_\_\_\_ Have you ever had a complaint for having unauthorized persons living in  
your rental unit? \_\_\_\_\_ Did you have any pest control problems at your present address? \_\_\_\_\_ Do you or anyone in  
the home smoke? \_\_\_\_\_ IF ANY OF THE ABOVE QUESTIONS WERE YES, PLEASE EXPLAIN:

Are you a U.S. Citizen? \_\_\_\_\_ Email Address: \_\_\_\_\_

How did you find out about our rental properties? \_\_\_\_\_

**CORRECT INFORMATION:** Applicant represents that all of the information and statements provided are true and complete and hereby authorizes verification of such information including obtaining a credit report and obtaining information from your current and former employers, current and former landlords, etc. and any other references. False information given on this application shall be grounds for owner's rejection of this application, non-return of application/security deposits, termination of right of occupancy, and it may constitute a criminal offense. Applicant agrees and provides this information with the understanding that lessor may, at his option, report said information to established reporting agencies. This also authorizes Lessor to pull credit reports, verify future employment/rental/references in the event that a collection process becomes necessary. Applicant hereby releases lessor and the providers of information from any liability therefrom.

**APPLICATION/SECURITY DEPOSIT:** Applicant has deposited the sum of \$\_\_\_\_\_ in consideration for the owner taking the dwelling unit located at \_\_\_\_\_ off the market while considering approval of this application. IF applicant is approved by owner and the contemplated lease is entered into, then this application deposit shall be held as the security deposit as set forth in the contemplated lease. IF APPLICANT NOTIFIES THE OWNER THAT APPLICANT WISHES TO WITHDRAW THIS APPLICATION FOR RENTAL PRIOR TO APPROVAL, OR IF APPLICANT IS APPROVED , BUT FAILS TO PROMPTLY ENTER INTO THE CONTEMPLATED LEASE, THE DEPOSIT SHALL BE FORFEITED TO THE OWNER. The deposit will be refunded ONLY if applicant is NOT approved.

**RESIDENT CRITERIA:** All applicants will be approved using the following list as a general basis for approval. If applicant is lacking in some of this criteria, the owner reserves the right to allow tenant to mitigate the lacking criteria with such things as: obtaining a cosigner on the lease, paying several months rent in advance, paying a higher security deposit, or any other consideration that may be agreed upon.

1. Applicant must be of legal age and all occupants 18 years of age must submit an application and be a party on the lease.
2. Maximum number of occupants
  - one bedroom.....2 persons
  - two bedroom.....3 persons
  - three bedroom..... 4 persons
3. Applicant must be currently employed and have a good employment history for at least two years & provide a copy of the most recent pay stub.(a retired or self-employed applicant must show proof of income).
4. Applicant must have residential rental history for a minimum of two years, and have good rental history.
5. Gross monthly income should be 3 times greater than the amount of rent that the applicant will be paying.
6. If applicant has not established a rental/credit history, the first and last months rent paid at move-in can be considered.
7. Any false or deceptive or absent information relevant to rental or credit history will result in rejection of this application and forfeiture of the deposit.

Title VII of the CIVIL RIGHTS ACT of 1968 makes discrimination based on race, color, religion, sex, or national origin illegal in connection with the rental of most housing. EQUAL CREDIT OPPORTUNITY ACT. The Federal Equal Credit Opportunity Act prohibits creditors from discrimination against credit applicants on the basis of sex or marital status. The federal agency which administers compliance with this law is: Equal Credit Opportunity, Federal Trade Commission, Washington, DC 20580

I HAVE READ AND UNDERSTAND THE CRITERIA FOR WHICH MY APPLICATION WILL BE APPROVED.

THE APPLICATION DEPOSIT WILL BE REFUNDED ONLY IF APPLICANT IS NOT APPROVED.

This application is preliminary only and does not obligate owner or owner's agent to execute a lease. Applicant understands that no agreement has been made for repairs or remodeling of the unit applied for except as listed:

\_\_\_\_\_

Applicant's signature \_\_\_\_\_ date signed \_\_\_\_\_

Co-applicant Signature \_\_\_\_\_ date signed \_\_\_\_\_

Co-signor Signature \_\_\_\_\_ date signed \_\_\_\_\_

*Applicants may fax application with a copy of your drivers license or mail it to RJH Realty at 1205 E .Robinson Norman, OK 73071 or brought by that address and placed into our mailbox drop slot that is located next to our office: To get to our office go to 12<sup>th</sup> and Robinson. Go East on Robinson turn north into the carwash/ Dollar general entrance. Our office is on the North side of the carwash.*

FOR OFFICE USE ONLY: APPLICATION INFORMATION VERIFIED BY:

\_\_\_\_\_  
Landlord name      payment history      rent amount      notice given      deposit refunded      condition      term

\_\_\_\_\_  
Landlord name      payment history      rent amount      notice given      deposit refunded      condition

\_\_\_\_\_  
employer      employment dates      salary      good/bad      reason for leaving      contact

\_\_\_\_\_  
employer      employment dates      salary      good/bad      reason for leaving      contact

\_\_\_\_\_  
bank      will check clear      contact.

\_\_\_\_\_  
firm name      acct. #      payment history      balance      contact

\_\_\_\_\_  
Landlord name      payment history      rent amount      notice given      deposit refunded      condition      term

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bank      will check clear      contact.

\_\_\_\_\_  
firm name      acct. #      payment history      balance      contact

Application Approved?\_\_\_\_\_ If not approved, what was the basis for refusal?

\_\_\_Unfavorable credit report    \_\_\_Unfavorable report from present/previous landlord    \_\_\_ Unfavorable Employment

References    \_\_\_Incorrect/False information submitted on rental application    \_\_\_number of occupants/

\_\_\_applicant withdrew application prior to approval    \_\_\_applicant approved but no deposit posted

Other\_\_\_\_\_