

# APPLICATION SCREENING DISCLOSURE

First off, thank you for considering application to one of our quality rental units. Please read below to learn more about our application screening process and what you can expect. If you have any questions, don't hesitate to contact us at 740-289-8946.

## **Application Process:**

We offer application forms to everyone who inquires about the rental.

We review all applications in the order they are received by us.

If we are unable to verify information on the application, the application may be denied.

## **SCREENING GUIDELINES -**

### **Identification:**

- Applicants must submit valid identification, must include photograph.

### **Screening Process:**

- Income/resources must be verifiable through pay stubs, employer contact, current tax records, and/or bank statements.
- Net household income shall be at least 3 times the rent (excluding utilities).
- We determine, based on the application, whether the applicant meets our screening guidelines.
- We verify income and resources.
- We check with current and previous landlords.
- Any individual who is a current illegal substance abuser, or has been convicted of the illegal manufacture or distribution of a controlled substance, or of a felony may be denied of tenancy.
- Rental history of 2 years (if applicable) must be verifiable from unbiased/unrelated sources.
- Applicant must provide us with information necessary to contact past landlords. We reserve the right to deny any application if, after making good faith effort, we are unable to verify prior rental history.
- Unless joint applicants are married, each must submit a separate application.
- Incomplete applications will not be reviewed.

### **You can email, text or hand deliver your application to us at:**

Text: 740-708-2397

Email: rentals@jbcompany.net

Mail: JB Rentals P.O. Box 335, Piketon, OH 45661

Or for hand delivery, drop off application to 109 Middle St. Piketon.

FOR OFFICE USE:

Account: \_\_\_\_\_

Approved: \_\_\_\_\_

Denied: \_\_\_\_\_

Reason: \_\_\_\_\_

## APPLICATION FOR RENT

This is a rental application only and does not constitute acceptance of the applicant as a tenant, nor a rental agreement or tenancy relationship between the parties. A separate rental application is to be completed by each unmarried adult. Inaccurate or falsified information will be grounds for denial of the application or eviction from the premises. Applicants may be deemed ineligible if rent exceeds thirty-three percent (33%) of monthly gross income.

Property Address \_\_\_\_\_ REQUESTED MOVE IN DATE \_\_\_\_\_

**1. APPLICANT NAME** (last) \_\_\_\_\_ (first) \_\_\_\_\_ (middle) \_\_\_\_\_  
DATE OF BIRTH \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_  
TELEPHONE # \_\_\_\_\_ DRIVERS LICENSE # \_\_\_\_\_ STATE \_\_\_\_\_  
EMPLOYED BY FIRM \_\_\_\_\_ TELEPHONE \_\_\_\_\_  
EMPLOYER ADDRESS \_\_\_\_\_ SUPERVISOR \_\_\_\_\_  
HOW LONG - years \_\_\_\_\_ months \_\_\_\_\_ POSITION \_\_\_\_\_  
MONTHLY GROSS PAY \$ \_\_\_\_\_ OTHER INCOME (describe) \$ \_\_\_\_\_

**2. SPOUSE NAME** (last) \_\_\_\_\_ (first) \_\_\_\_\_ (middle) \_\_\_\_\_  
DATE OF BIRTH \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_  
TELEPHONE # \_\_\_\_\_ DRIVERS LICENSE # \_\_\_\_\_ STATE \_\_\_\_\_  
EMPLOYED BY FIRM \_\_\_\_\_ TELEPHONE \_\_\_\_\_  
EMPLOYER ADDRESS \_\_\_\_\_ SUPERVISOR \_\_\_\_\_  
HOW LONG - years \_\_\_\_\_ months \_\_\_\_\_ POSITION \_\_\_\_\_  
MONTHLY GROSS PAY \$ \_\_\_\_\_ OTHER INCOME (describe) \$ \_\_\_\_\_

**A. PRESENT ADDRESS** \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_  
ZIP \_\_\_\_\_ HOW LONG years \_\_\_\_\_ months \_\_\_\_\_ MONTHLY PAYMENT \_\_\_\_\_  
LANDLORD \_\_\_\_\_ TELEPHONE \_\_\_\_\_

**B. PREVIOUS ADDRESS** \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_  
ZIP \_\_\_\_\_ HOW LONG years \_\_\_\_\_ months \_\_\_\_\_ MONTHLY PAYMENT \_\_\_\_\_  
LANDLORD \_\_\_\_\_ TELEPHONE \_\_\_\_\_

**C. PREVIOUS ADDRESS** \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_  
ZIP \_\_\_\_\_ HOW LONG years \_\_\_\_\_ months \_\_\_\_\_ MONTHLY PAYMENT \_\_\_\_\_

\_\_\_\_\_ LANDLORD \_\_\_\_\_ TELEPHONE

**USE BACK IF NECESSARY FOR ADDITIONAL LANDLORDS C. CREDIT REFERENCES:**

**D. PERSONAL REFERENCE:** (Local, if possible)

Name \_\_\_\_\_ Telephone \_\_\_\_\_ Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_

**E. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:**

Name \_\_\_\_\_ Telephone \_\_\_\_\_ Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_

**F. AUTO(S) TO OCCUPY OFF-STREET PARKING SPACE OR GARAGE:**

Year \_\_\_\_\_ Make \_\_\_\_\_ License # \_\_\_\_\_  
Year \_\_\_\_\_ Make \_\_\_\_\_ License # \_\_\_\_\_  
Year \_\_\_\_\_ Make \_\_\_\_\_ License # \_\_\_\_\_

**G. FULL NAMES OF PERSONS TO OCCUPY DWELLING:** (NOTE: Occupancy is limited to individuals listed.)

\_\_\_\_\_  
\_\_\_\_\_

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

How did you find out about our rental?  facebook  craigslist  drive-by  word of mouth  other

\_\_\_\_\_ Have you given legal notice where you now live?  yes  no

You do understand no house pets are allowed at this residence?  yes

Do you smoke?  yes  no If yes, please initial below stating that you understand there is no smoking within 15 feet from house. \_\_\_\_\_

Do you intend to use a water bed at this residence?  yes  no Name of Renter's Insurance

\_\_\_\_\_ Have you been evicted in the last 5 years?  yes  no

Name of landlord and circumstances \_\_\_\_\_

Have you ever filed a petition in bankruptcy?  Yes  No If so, why?

\_\_\_\_\_  
Have you ever been convicted of a felony or misdemeanor?  Yes  No If so, why?  
\_\_\_\_\_  
\_\_\_\_\_

**AUTHORITY FOR RELEASE OF INFORMATION**

This release will constitute my/our consent and authority to examine statements and information regarding my/our background. I/We authorize you to contact my/our present and previous landlords, law enforcement agencies, credit agencies, and other references listed above. I/We hereby authorize the release of any and all data or records to The JB Company. This authorization is given in connection with a financial, criminal and previous rental history investigation being conducted relative to my/our application for credit dealing with rental property.

I/We understand that I/we acquire no rights in a rental unit until I/we sign a Rental Agreement on the rental unit (noted above) to be held in accordance with the Rental Agreement.

I/We declare the foregoing to be true under penalty of perjury. I/We agree that the Landlord may terminate any agreement entered into in reliance on any misstatement made above.

I/We understand that my/our rent will commence upon the date of approval of my/our rental application and the availability of the dwelling, whichever occurs later.

I/We acknowledge that I/we've been provided with a Notice of Reasonable Accommodation.

Signature of Applicant Date Signature of Co-Applicant Date

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_