

Action Management & Leasing Co.
P.O. Box 460728
Papillion, NE 68046
(402) 339-1969
action@actionomaha.com

RENTAL APPLICATION	
For Office Use Only	
Date _____	_____
Property _____	_____
Rent \$ _____	_____
Agent _____	_____

****Please complete all requested information on the front and back of this form. Thank you for your interest in our homes****

Date of Application _____ Desired Date of Occupancy _____ Property Address _____

PERSONAL INFORMATION

APPLICANT'S FULL NAME _____ Date of Birth _____
 Social Security No. _____ Driver's License No./State _____
 E-Mail Address _____ Cell Phone # _____
 CO-APPLICANT'S FULL NAME _____ Date of Birth _____
 Social Security No. _____ Driver's License No./State _____ Relationship _____
 E-Mail Address _____ Cell Phone # _____

Full Names of All Other Residents	Relationship to You	Date of Birth

How Many Pets Do You or Other Occupants Own? _____
 Kind of Pet, Breed, Weight and Age _____
 How Did You Hear About Our Property? _____

RESIDENCE HISTORY (*residence/rental verifications will be done*)

PRESENT ADDRESS _____ City _____ State _____ Zip Code _____
 Dates From: _____ To: _____
 Present Landlord or Mortgage Co. _____ Telephone _____
 Monthly Payment \$ _____ Reason for Moving _____
 PREVIOUS ADDRESS _____ City _____ State _____ Zip Code _____
 Dates From: _____ To: _____
 Previous Landlord or Mortgage Co. _____ Telephone _____
 Monthly Payment \$ _____ Reason for Moving _____

EMPLOYMENT INFORMATION (*proof of income is required*)

PRESENT EMPLOYER _____ Dates From: _____ To: _____
 Employer's Address _____ City _____ State _____ Zip Code _____ Telephone _____
 Position _____ Supervisor _____ Net Monthly Salary \$ _____
 PREVIOUS EMPLOYER _____ Dates From: _____ To: _____
 Employer's Address _____ City _____ State _____ Zip Code _____ Telephone _____
 Position _____ Supervisor _____ Net Monthly Salary \$ _____
 CO-APPLICANT'S EMPLOYER _____ Dates From: _____ To: _____
 Employer's Address _____ City _____ State _____ Zip Code _____ Telephone _____
 Position _____ Supervisor _____ Net Monthly Salary \$ _____

BANKING AND CREDIT REFERENCES

BANK NAME & BRANCH _____ Telephone _____
 Checking Acct. No. _____ Savings Acct. No. _____
 Loan Acct. No. _____ Monthly Payment \$ _____
 CREDIT REFERENCE _____ Telephone _____
 Address _____ Account No. _____
 CREDIT REFERENCE _____ Telephone _____
 Address _____ Account No. _____
 OTHER REFERENCE _____
 Address _____

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TOTAL NUMBER OF VEHICLES (Including Company Vehicles): _____

Make/Model: _____ Year _____ Color _____ Tag No./State _____

Make/Model: _____ Year _____ Color _____ Tag No./State _____

Other Car, Motorcycle, etc.: _____

Total Net Monthly Household Income \$ _____

If there are other sources of income you would like us to consider, please list income, source and person (banker, Employer, etc.) who we could contact for confirmation. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.

Amount \$ _____ Per _____ Source _____ Telephone _____

Amount \$ _____ Per _____ Source _____ Telephone _____

Comments: _____

HAVE YOU OR CO-APPLICANT EVER:

Have you ever been convicted of a felony? Yes _____ No _____

Have you ever been convicted of a sex crime? Yes _____ No _____

Have you ever been sued for non-payment of rent? Yes _____ No _____

Have you ever broken a rental agreement or Lease? Yes _____ No _____

Have you ever been evicted or asked to move out? Yes _____ No _____

Have you ever been sued for damages to rental property? Yes _____ No _____

Have you ever Declared Bankruptcy? **Date:** _____ **Applicant:** _____ Yes _____ No _____

In Case of Personal Emergency, Notify: _____ Relationship: _____

Address: _____ Telephone: _____

Credit Check Receipt

Receipt of the sum of **\$40.00** is hereby acknowledged as a **non-refundable credit check fee**. Applicants married to the co-applicant and possessing the same surname require only one credit report fee. Please make this check out separately and payable to: **Action Management & Leasing Co.**

Deposit Receipt

Receipt for the sum of \$_____ is hereby acknowledged as a non-interest-bearing deposit in which the sum shall be the security deposit if a lease agreement for the property is executed. In the event this application is not approved herein, the deposit shall be promptly refunded in full. In the event applicant is notified that this application is approved, and applicant refuses for any reason to enter the standard lease, the manager may retain the deposit to cover his costs expended herein. Manager uses Tenant Data credit reporting service to complete a credit & background check, multi-state criminal & national sex offender search along with employment verification on this application. You are notified that you are entitled to know the name and address of such reporting organization upon request, including all other rights under the Fair Credit Reporting Act. Applicant authorizes Action Management the ability to verify all the information on the application. This property is offered without respect to race, religion, color, national origin, marital status, or sex. You are required to obtain liability insurance prior to signing a lease agreement. Action Management & Leasing Co. rents properties based on a first come first serve basis, with a deposit on the property and an approved application. If you do not put a deposit down on the property, it would still be on the rental market. You can mail this application to **P.O. Box 460728, Papillion, NE 68046** or bring it into the office located at **106 W. 2nd Street, Papillion NE 68046**, or put it into the drop box located next to the front door. Thank You.

Please make checks payable to: **Action Management & Leasing Co.**

Applicant _____ Date _____

Applicant _____ Date _____