

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 First, Middle & Last Name: _____ **Date of Birth** _____
 Social Security No. _____ **Driver's License No./State** _____
 E-Mail Address _____ **Cell Phone** _____

Co-Applicant's First, Middle & Last 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, Age _____
 How Did You Hear About Our Property? _____

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

Applicant's Present Address: _____ **City** _____ **State** _____ **Zip Code** _____
 Dates From: _____ to: _____
 Present Landlord or Mortgage Co. _____ **Telephone** _____
 Monthly Payment \$ _____ **Reason for Moving** _____

Co-Applicant's Present Address: _____ **City** _____ **State** _____ **Zip Code** _____
 Dates From: _____ to: _____
 Present Landlord or Mortgage Co. _____ **Telephone** _____
 Monthly Payment \$ _____ **Reason for Moving** _____

EMPLOYMENT INFORMATION (*proof of income is required*)

Applicant's Present Employer: _____ **Dates From:** _____ **to:** _____
 Employer's Address _____ **City** _____ **State** _____ **Zip Code** _____ **Telephone** _____
 Position _____ **Supervisor** _____ **Net Monthly Salary \$** _____

Applicant's Previous Employer: _____ **Dates From:** _____ **to:** _____
 Employer's Address _____ **City** _____ **State** _____ **Zip Code** _____ **Telephone** _____
 Position _____ **Supervisor** _____ **Net Monthly Salary \$** _____

Co-Applicant's Present Employer: _____ **Dates From:** _____ **to:** _____
 Employer's Address _____ **City** _____ **State** _____ **Zip Code** _____ **Telephone** _____
 Position _____ **Supervisor** _____ **Net Monthly Salary \$** _____

Co-Applicant's Previous Employer: _____ **Dates From:** _____ **to:** _____
 Employer's Address _____ **City** _____ **State** _____ **Zip Code** _____ **Telephone** _____
 Position _____ **Supervisor** _____ **Net Monthly Salary \$** _____

BANKING AND CREDIT REFERENCES

Bank Name, Address & Branch _____ **Telephone** _____ **Checking Acct. No.** _____
Savings Acct. No. _____ **Loan Acct. No.** _____ **Monthly Payment \$** _____
Credit Reference Name & Address _____ **Telephone** _____ **Acct #** _____

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Total Number of Household 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 a 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 & background fee for each person 19 years and older. 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 an 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 expenses 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 including rental history verification. 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 will still be available 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's Printed Name: _____ **Signature:** _____ **Date:** _____

Co-Applicant's Printed Name: _____ **Signature:** _____ **Date:** _____