

**Advantage Property Management
2215 Broadwater Ave. Suite 101
Billings, MT 59102
406-652-4800**

APPLICANT NAME _____
CO-APPLICANT NAME _____
PROPERTY _____

\$25.00 PER APPLICANT / PAID BY _____

RENTING POLICIES & PROCEDURES

Once you have decided on a property to rent, we ask that you complete the attached application. There is a \$25.00/Applicant Fee, which covers the processing of your application, cost of your credit report and a background inquiry. This fee is NOT REFUNDABLE.

For your application to be considered, you must meet the following requirements:

1. Sufficient Income – Three times the rental amount per month. Income may be combined by multiple applicants. (Permanent employment of at least 4 months at the same job is preferred.)
2. Verifiable Good Credit – Credit references listed will be contacted, so please provide telephone numbers. Credit reports will be checked with a national credit bureau.
3. Good Previous Rental History – We will verify your rental history with your two previous landlord(s). Applications will not be approved if we are unable to contact the landlord(s), so please include their names and phone numbers.
4. Complete Application – This application must be completed in its entirety. Failure to complete this application may result in a denial of the application.

We will try to process your application within 48 hours. All applications received become the property of Advantage Property Management.

We cannot guarantee any unit you have seen to be available by the time your application is processed. All rentals are on a first approved basis. We will not be held responsible for any unit that is rented after you have seen it and turned in your application.

RENTAL APPLICATION

Rental Property Address _____ Date: _____

PERSONAL INFORMATION

Applicants Full Name: _____ Date Of Birth _____

Social Security Number: _____ - _____ - _____ Current Phone

#: _____

Co-Applicants Full Name: _____ Date Of Birth _____

Social Security Number: _____ - _____ - _____ Current Phone

#: _____

List any other persons who will reside with you below:

Do you have pets? _____ If yes, how many & what type: _____

Do you intend to use a waterbed in your new rental? Y / N

Who should we contact in case of emergency? _____

Relationship: _____ Phone: _____ Address: _____

RESIDENCE HISTORY

Present Address _____ How long at this address ____ Yrs. ____ Mos.

City _____ State _____ Zip _____ Rent/Mortgage Amount: \$ _____

Previous Landlord or Mortgage Holder _____ Telephone# _____

Reason for moving: _____

Is your lease expired? Y / N If not, when is your lease expiration date? _____

Previous Address _____ How long at this address ____ Yrs ____ Mos.

City _____ State _____ Zip _____ Rent/Mortgage Amount \$ _____

Previous Landlord or Mortgage Holder _____ Telephone# _____

Reason for moving _____

Have you ever been evicted or violated your lease? _____ Explain _____

EMPLOYMENT INFORMATION

Employed By _____ How long? ____ Yrs. ____ Mos.

Employers Address _____ Telephone # _____

Position _____ Monthly Income _____ Supervisor _____

Co-Applicant Employed By _____ How long? ____ Yrs. ____ Mos.

Employers Address _____ Telephone # _____

Position _____ Monthly Income _____ Supervisor _____

BANKING & CREDIT INFORMATION

Bank _____ Cheking Acct. # _____

Bank Contact/Loan Officer _____ Savings Acct.

Have you ever filed bankruptcy? Y / N When? _____ Any judgements or collections against you? Y / N

If Yes, list specifics of judgements and collec-
tions: _____

Auto loan? Y / N Monthly payment: \$ _____

Other financial obliga-
tions? _____

AUTOMOBILE INFORMATION

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

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

CRIMINAL HISTORY

1. Have you ever been convicted of or pleaded guilty or “no contest” to a felony (whether or not re-
sulting in a conviction)? Yes _____ No _____

If Yes, what state? _____ Explain _____

2. Have you ever been convicted of or pleaded guilty or “no contest” to a misdemeanor involving
sexual misconduct whether or not resulting in a conviction? Yes _____ No _____

Please tell us how you heard about us:

Newspaper: _____

Friend/Family: _____

Yellow Pages: _____

Other: _____

Additional Information/Comments:
