



“A PROFESSIONAL REAL ESTATE & PROPERTY MGT FIRM”
4833 Sparkman Drive, Ste. A, Huntsville, AL 35810

Dear Applicant

Thank you for considering **Holloway & Associates** for your property rental needs. We perform a credit, criminal, civil and prior lease history search on **ALL** applicants. We **cannot** process your application without the following information.

Here are the items needed for a completed application.

- A copy of a driver's license for all adults (over the age of 18) that will be living on the property.
- A copy of a Social Security card or other valid ID with a social security number for all adults (over the age of 18) that will be living on the property
- The application fee is **\$30** for each adult (over the age of 18) applying for the property (i.e. roommates). This is NOT – refundable.
- A **totally completed** application is required for all adults (over the age of 18) that will be living on the property. Place N/A in all boxes that do not apply
- The last 3 check stubs or direct deposit notices that you received from your employer (***primary applicant only needs to submit this***) unless the income of the secondary applicant will be used as additional income.

Most verification delays are from employers and past/current landlords. Please inform them that this information is critical to a speedy approval. Please note that its is your responsibility to ensure that all information is correct including personal references, supervisor and company names, titles, contact telephone numbers and fax numbers. Inaccuracies may **void** your application and cause you to be declined. A submitted application does not guarantee approval. It is not unusual for multiple applicants to apply for the same home/apt. We process applications on a first-come-first-serve basis so a timely return of this application is prudent.

We look forward to serving your leasing needs. If you have any questions please call **256-852-3350**.

Sincerely,

Ilyasha Anderson, Assoc. Broker, ABR

Property Manager

Theresa Myles

Assistant Property Manager



Rental/Credit Application

Personal Information

Date _____ Interviewed by _____
Name of Applicant _____
Date of Birth _____
E-mail _____ Telephone No. _____
Social Sec. No. _____ Driver's License No. _____
Present Address _____
City _____ State _____ Zip _____
Prior Address _____
City _____ State _____ Zip _____
How long have you lived at present address? _____ How long did you live at prior address? _____
Name of Landlord _____ Telephone No. _____
Prior Landlord _____ Telephone No. _____
How many will be living in this unit? Adults _____ Children _____ Pets _____ Weight of Pets _____
Employer _____ Occupation _____
Current Salary _____ How long? _____
Contact Person _____ Telephone No. _____

Spouse Information

Name of Spouse _____ Date of Birth _____ Telephone No. _____
Social Sec. No. _____ Driver's License No. _____
Employer _____ Occupation _____ Current Salary _____
How long? _____ Contact Person _____ Telephone No. _____
Has your spouse ever filed for bankruptcy? Yes No

Bank Information

Bank Name _____ Branch _____
Telephone No. _____ Address _____
Checking Account No. _____ Savings Account No. _____

Personal/Credit References

Name

Relationship

Telephone No.

_____	_____	_____
_____	_____	_____
_____	_____	_____

Credit Grantor

Address

Telephone No.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Other Information

Number of vehicles (including company vehicles) _____

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

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

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

Have You Ever:

Filed for bankruptcy? Yes No If yes, when? _____

Been served an eviction notice or been asked to vacate a property you were renting? Yes No

Willfully or intentionally refused to pay rent when due? Yes No If yes, when? _____

Been sued for unlawful detainer? Yes No

How were you referred to us? Newspaper (name) _____

Realtor (name) _____ Other _____

Rental unit applied for _____

Commencement date _____ Term _____ Rent/Month _____

Acknowledgment

I/We, the undersigned, understand that Holloway & Associates, is the leasing agent and representative for the owner/landlord and that the leasing agent's fees will be paid by the owner/landlord. The undersigned acknowledge that this written notice was received prior to the undersigned receiving a lease agreement.

Applicant's Signature

Date

Co-Applicant's Signature

Date

Consent to Obtain Credit/Employment Information

Holloway & Associates

I/We authorize /Prime Property Management to investigate my/our credit qualifications and hereby release, in any manner, all of the information obtained by you. I/We further release all persons, agencies, or firms from any liabilities resulting from providing such information.

I/We declare under penalty of perjury that the information listed in this application is true and correct.

Executed on this _____ day of _____, 20____,

in the city of _____, state of _____.

Applicant's Signature

Date

Co-Applicant's Signature

Date

The undersigned authorizes landlord, leasing agent, and representatives of owner/landlord to contact the undersigned's current or previous landlord, and current employer, and further, by a copy of this Application, authorizes any said landlord or employer to release pertinent residential and employment history information to be used in evaluating my lease application. I further authorize owner/landlord, leasing agent or its representatives to apply for or obtain an investigation or credit report in connection with this application. I understand that said investigation or credit report may contain information obtained from various state governmental and private entities relative to the undersigned's number of children, employment, occupation, general health, financial and criminal history information.

Application Verification	Person Contacted	Remarks
<input type="checkbox"/> Present Landlord		
<input type="checkbox"/> Previous Landlord		
<input type="checkbox"/> Applicant's Employment		
<input type="checkbox"/> Co-Applicant's Employment		
<input type="checkbox"/> Bank		
<input type="checkbox"/> Reference (1)		
<input type="checkbox"/> Reference (2)		
<input type="checkbox"/> Reference (3)		
<input type="checkbox"/> Other		
<input type="checkbox"/> Driver's License/ID		
<input type="checkbox"/> Credit Bureau		

Verification completed by: _____

Date: _____

Remarks: _____

Monies Received		
Date	Description	Amount
	Application Fee	
	Security Deposit	

THIS APPLICATION: Is Approved Is Not Approved