

**Collins Realty, Inc**  
**Rental Application & Agreement**

Required for all Rentals:	Monthly Rentals	Weekly Rentals
Credit Check, each adult: _____; Key Deposit: \$20.00; Lease Agreement Paperwork: _____; Copy of driver's license; Two pay stubs; Credit score of 600+	First Month's rent Deposit equal to first month's rent	First Week's rent Deposit equal to two weeks of rent

- Location:** \_\_\_\_\_ **Date:** \_\_\_\_\_
- Name (print): \_\_\_\_\_ SSN: \_\_\_\_\_
  - Cell Phone: \_\_\_\_\_ Other contact phone: \_\_\_\_\_ Email address: \_\_\_\_\_
  - Spouse/other occupants: \_\_\_\_\_
  - Number of occupants: Adults: \_\_\_\_\_ Ages: \_\_\_\_\_ Children: \_\_\_\_\_ Ages: \_\_\_\_\_
  - How long in Lancaster area? \_\_\_\_\_ Present Address: \_\_\_\_\_
  - How Long at current address: \_\_\_\_\_ Current rent: \_\_\_\_\_ WK/Mo?
  - Current Landlord and address: \_\_\_\_\_
  - Previous Landlord, address, rental rate: \_\_\_\_\_
  - Employed by \_\_\_\_\_ Title: \_\_\_\_\_ How long? \_\_\_ Supervisor Name/phone: \_\_\_\_\_
  - Other Occupant employed: \_\_\_\_\_ Title: \_\_\_\_\_ How long? \_\_\_ Name/phone: \_\_\_\_\_
  - Employer address(es): \_\_\_\_\_
  - Total Salaries: \_\_\_\_\_ Wk/MO? Other Income: \_\_\_\_\_
  - Make & license # of Car: \_\_\_\_\_ Drivers License#: \_\_\_\_\_ Picture Id: \_\_\_\_\_
  - Name/Address of nearest relative: \_\_\_\_\_
  - Have you ever filed for bankruptcy? \_\_\_\_\_ Have you ever been evicted from tenancy? \_\_\_\_\_
  - Have you ever willfully & intentionally refused to pay rent when due? \_\_\_\_\_
  - Have you ever been arrested or have a criminal record? \_\_\_\_\_ (Futher, the applicant authorizes the Rental Agent to do a background investigation including credit, eviction and criminal history.

**Personal References:**

	Name	Address	Phone #
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

**Financial References:**

	Name	Address	Phone #
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

I certify that the above information is true and correct to the best of my knowledge, and I authorize the Rental Agent to check and verify the same. I agree that the Landlord may terminate the lease entered into in the reliance on any misstatement made above.  
 Signature of Applicant: \_\_\_\_\_

*To be completed by office staff:*

- Your Rent is due on (day/date) \_\_\_\_\_. Eviction procedures may be started after 5 days of non-payment.
- Rent of \$\_\_\_\_\_ per week/month is to be paid in advance with a late fee of \$\_\_\_\_\_ after \_\_\_\_\_.
- Deposit of \$\_\_\_\_\_ will be forfeited if occupancy is less than \_\_\_\_\_ months.
- You will receive \_\_\_\_\_ keys. Keys must be returned to this office when moving. Rent continues until all keys are returned.
- Rent could increase by at least 10% per year. This application will become part of your rental/lease agreement.

If accepted, I/we agree to abide by all the rules and realize that failure to comply with any of these rules will result in forfeiture of the deposit and eviction from premises.

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

Rent can be mailed to Collins Realty, Inc, PO Box 636, Lancaster SC 29721; paid at the office at 716 S. Main St during office hours; or dropped in the night deposit box at that address in the form of a check or money order. Use CASH at your own risk!