

# RENTAL APPLICATION

Office Located at:  
 Royal Oak Apartments  
 149 Portland Ave.  
 Dover, NH, 03820  
 Phone: (603)-742-8282  
 Fax: (603)-742-3166  
 Email: [info@royaloakapartments.com](mailto:info@royaloakapartments.com)

**For Office Use Only**

Approved/Denied By: _____	Apt #: _____
Notes: _____	Monthly Rent: _____
_____	Fee Paid: _____
_____	Cash/Check #: _____
_____	Move in Date: _____

Revised: 6/7/2023

First	Middle	Last	Birth Date	Social Security #	Driver's License #
Any Other Names You've Used In The Past			Email	Cell Phone	
All Other Proposed Occupants				Birth Date	Relationship To Applicant

## RENTAL/RESIDENCE HISTORY

	Current Residence	Previous Residence	Prior Residence
Street Address			
City			
State & Zip			
Last Rent Amount Paid			
Owner/Manager and Phone Number			
Reason for leaving			
Is/Was rent paid in full?			
Did you give notice?			
Were you asked to move?			
	From/To	From/To	From/To
Dates of Residency			

## EMPLOYMENT HISTORY

	Current Employment	Previous Employment	Prior Employment
Employed By			
Address, City, State, Zip			
Employer's Phone			
Occupation			
Name of Supervisor			
Monthly Gross Pay			
	From/To	From/To	From/To
Dates of Employment			

## CREDIT HISTORY/DEBT

	Bank/Institution Name	Balance On Deposit or Balance Owed
Savings Account		
Checking Account		
Credit Card		
Auto Loan		

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VEHICLES (Include vehicles belonging to other proposed occupants also)

Make	Model	Color	Year	License Plate

## REFERENCES & EMERGENCY CONTACTS

Name	Emergency Contact #1	Emergency Contact #2	Nearest Relative Living Elsewhere

By signing the application, you grant us permission to communicate with all the contacts listed in this section in the event we can't locate you. Furthermore, if you abandon the apartment for any reason then you grant us permission to allow your relative listed above to remove all contents of the dwelling on your behalf.

## GENERAL INFORMATION

<b>Have you ever been served a late rent notice?</b>	<b>Have you ever filed for bankruptcy? If so, when?</b>	<b>Have you ever been convicted of a misdemeanor or felony?</b>
<b>Have you ever been served an eviction notice? If so, when?</b>	<b>How many pets do you have (list Type, Breed, approx. Weight &amp; Age)?</b>	
<b>Have you had any reoccurring problems with your current apartment or landlord? If yes, please explain:</b>		
<b>Why are you moving from your current address?</b>		
<b>List any verifiable sources and amounts of income you wish to have considered (optional):</b>		
<b>Have you been a party to a lawsuit in the past? If yes, please explain why:</b>		
<b>We may run a credit check, a criminal background check and an internet search. Is there anything negative we may find? If so, explain.</b>		
<b>Have you ever rented from us in the past? If yes, list dates, unit number(s), and reason for leaving.</b>		

### Agreement & Authorization Signature

To the best of my knowledge, the statements I have made are true and correct. I hereby authorize a credit and/or criminal and/or employment check to be made. I authorize verification of the information on this application and any communication that is necessary to do so. I understand that any discrepancy or lack of information may result in the rejection of this application. Furthermore, I understand that if for any reason, the office is made aware that any of the information provided in this application is false, including after the signing of a lease, it will be considered grounds for immediate denial and/or eviction. In addition, I authorize management to collect, record and store my information and data. I understand that this is an application for an apartment and does not constitute a rental or lease agreement in whole or part. I understand that a holding fee, equal to one month's rent, is due at the time of application and that it will be deposited immediately. In addition, there is a **non-refundable** application fee of **\$50.00 per applicant**, due at the time of application, to cover the costs of processing the application. If this application is approved, the holding fee will be applied to the first month's rent on the date the lease becomes effective. If approved, I will have to provide a security deposit equal to one month's rent **or** a security deposit insurance policy through Rhino Insurance, within three days of being approved. If no deposit or policy is provided, my application will be considered withdrawn. I understand that if my application is withdrawn for any reason, at any time, the holding fee will not be refunded in whole or part. If the application is denied, the holding fee will be refunded by mail, to the address on file, no later than 30 days after denial. Any questions regarding rejected applications must be submitted in writing and accompanied by a self-addressed stamped envelope. Management is not required to discuss, reveal or explain reasons for denial of this application under any circumstances.

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

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