

# ACCESS PROPERTIES

2027 Woodbrook Court  
Charlottesville, VA 22901  
(434) 296-7227

[www.accessprops.com](http://www.accessprops.com)

## RENTAL APPLICATION

### APPLICATION FEE: \$50

Application fees are NON-REFUNDABLE. Carefully review rental requirements before applying.  
Application will not be considered without application fee and proof of income attached.

**Address of Property:** \_\_\_\_\_

**Rent:** \_\_\_\_\_ **Security Deposit:** \_\_\_\_\_ **Start Date of Lease:** \_\_\_\_\_

**Pets:** \_\_\_\_\_ **Pet Deposit:** \_\_\_\_\_ **Lease Term:** 1 year \_\_\_\_ other \_\_\_\_

#### Applicant #1

NAME \_\_\_\_\_  
PRESENT ADDRESS \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
HOME PHONE \_\_\_\_\_  
WORK PHONE \_\_\_\_\_  
DATE OF BIRTH \_\_\_\_\_  
SOCIAL SECURITY NO. \_\_\_\_\_  
EMAIL \_\_\_\_\_

#### Applicant #2

NAME \_\_\_\_\_  
PRESENT ADDRESS \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
HOME PHONE \_\_\_\_\_  
WORK PHONE \_\_\_\_\_  
DATE OF BIRTH \_\_\_\_\_  
SOCIAL SECURITY NO. \_\_\_\_\_  
EMAIL \_\_\_\_\_

Have you been sued or evicted by any property owner in the last 5 years? \_\_\_\_\_

Has any occupant been convicted of any crime in the last 5 years? \_\_\_\_\_

Have you declared bankruptcy within the past 5 years? \_\_\_\_\_

Is any occupant currently a member of the armed forces? \_\_\_\_\_

Do you have special needs due to medical condition or disability? \_\_\_\_\_

Are you a U.S. Citizen? \_\_\_\_\_ If not, what is your status? \_\_\_\_\_

### RENTAL HISTORY

#### Applicant #1

Current or most recent landlord:

Name \_\_\_\_\_

Phone # \_\_\_\_\_

DATES RENTED FROM \_\_\_\_\_ TO \_\_\_\_\_

Rental Address \_\_\_\_\_

MONTHLY RENT \_\_\_\_\_

#### Applicant #2

Current or most recent landlord:

Name \_\_\_\_\_

Phone # \_\_\_\_\_

DATES RENTED FROM \_\_\_\_\_ TO \_\_\_\_\_

Rental Address \_\_\_\_\_

MONTHLY RENT \_\_\_\_\_

**EMPLOYMENT INFORMATION (Please provide proof of income)**

**Applicant #1**

LOCAL EMPLOYER \_\_\_\_\_  
POSITION \_\_\_\_\_  
GROSS MONTHLY SALARY \_\_\_\_\_  
DATE STARTED \_\_\_\_\_  
SUPERVISOR \_\_\_\_\_ PHONE \_\_\_\_\_

**Applicant #2**

LOCAL EMPLOYER \_\_\_\_\_  
POSITION \_\_\_\_\_  
GROSS MONTHLY SALARY \_\_\_\_\_  
DATE STARTED \_\_\_\_\_  
SUPERVISOR \_\_\_\_\_ PHONE \_\_\_\_\_

**VEHICLES THAT WILL BE PARKED AT THE PROPERTY:**

**Applicant #1**

MAKE/MODEL/COLOR \_\_\_\_\_

**Applicant #2**

MAKE/MODEL/COLOR \_\_\_\_\_

**CHILDREN:**

\_\_\_\_\_  
Name Birth Date

\_\_\_\_\_  
Name Birth Date

**NEXT OF KIN:** (notify in case of emergency) Name \_\_\_\_\_  
Relationship \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_

Access Properties will notify the applicant of approval as soon as processing is completed. Applications normally take about 24 hours to process (excluding weekends and holidays). If we are unable to verify either employment or rental history within 24 hours, and we receive a 2<sup>nd</sup> application on the same property, we will begin processing that one as well. The first qualified application to be completed will be approved. Application fees are non-refundable. **After applicant is notified of approval, the lease must be signed within 24 hours. Security deposit is due in full (certified funds only) at lease signing.**

Houses and apartments will be in good repair at time of occupancy. Cleaning and painting will be done according to industry standards. Specific requests for decorating and repairs must be made in writing as part of the application. The property manager will notify you if your requests are agreeable. Deliberate falsification of any part of this application will result in cancellation of the lease.

Access Properties is a licensed real estate company, and is both owner and landlord for this property. By your signature below you acknowledge the above information, and agree to allow Access Properties to check your credit, employment, criminal history (public records), and other references. All information will be held in strict confidence by Access Properties. Access Properties reserves the right to deny an application based on criminal background.

X \_\_\_\_\_  
Applicant Date

X \_\_\_\_\_  
Applicant Date