

# Garland Management Company

P.O. Box 10193 • Knoxville, Tennessee 37939

## RENTAL APPLICATION

www.garlandmanagement.com

**Windy  
Lakes**

Phone: 865-982-9678  
Fax: 888-280-1278  
garlandmgmt3@att.net

**Williamsburg  
Village**

Phone: 865-688-7531  
Fax: 888-279-6809  
garlandmgmt@bellsouth.net

**Evergreen  
Terrace**

Phone: 865-577-7066  
Fax: 888-607-7903  
garlandmgmt2@att.net

The undersigned hereby makes application to rent unit number \_\_\_\_\_ located at \_\_\_\_\_

beginning on \_\_\_\_\_, at a monthly rental of \$ \_\_\_\_\_

### PLEASE TELL US ABOUT YOURSELF

FULL NAME \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Email: \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security No. \_\_\_\_\_ Driver's Lic. No. & State \_\_\_\_\_

CO-APPLICANT \_\_\_\_\_ Relationship \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security No. \_\_\_\_\_ Driver's Lic. No. & State \_\_\_\_\_

Name of All Other Occupants \_\_\_\_\_

\_\_\_\_\_ Total Number of Occupants \_\_\_\_\_

How Many Pets? \_\_\_\_\_ Kind of Pet, Breed, Weight and Age \_\_\_\_\_

### APPLICANT — PLEASE GIVE YOUR RESIDENCE HISTORY FOR THE PAST 3 YEARS (Beginning With Most Current)

CURRENT ADDRESS \_\_\_\_\_

Month & Year Moved In \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Owner or Agent \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Monthly payment \$ \_\_\_\_\_

PREVIOUS ADDRESS (If within 3 years) \_\_\_\_\_

Month & Year Moved In \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Owner or Agent \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Monthly payment \$ \_\_\_\_\_

### CO-APPLICANT — PLEASE GIVE YOUR RESIDENCE HISTORY FOR THE PAST 3 YEARS (Beginning With Most Current)

CURRENT ADDRESS \_\_\_\_\_

Month & Year Moved In \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Owner or Agent \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Monthly payment \$ \_\_\_\_\_

PREVIOUS ADDRESS (If within 3 years) \_\_\_\_\_

Month & Year Moved In \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Owner or Agent \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Monthly payment \$ \_\_\_\_\_

### PLEASE GIVE YOUR EMPLOYMENT INFORMATION

APPLICANT STATUS: ☐ Employed Full-time ☐ Employed Part-Time ☐ Student ☐ Retired ☐ Not Employed

CURRENT EMPLOYER (Or Most Recent) \_\_\_\_\_

Address \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Date(s) Employed / From \_\_\_\_\_ To \_\_\_\_\_ Position \_\_\_\_\_

Supervisor \_\_\_\_\_ Your Gross Monthly Salary \$ \_\_\_\_\_ Household Gross Monthly Income \$ \_\_\_\_\_

PREVIOUS EMPLOYER (Or Most Recent) \_\_\_\_\_

Address \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Date(s) Employed / From \_\_\_\_\_ To \_\_\_\_\_ Position \_\_\_\_\_

Supervisor \_\_\_\_\_ Your Gross Monthly Salary \$ \_\_\_\_\_ Household Gross Monthly Income \$ \_\_\_\_\_

If there are other sources of income you would like us to consider, please list income, source and person (Banker, Employer, etc.) who we could contact for confirmation. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.

Amount \$ \_\_\_\_\_ Per \_\_\_\_\_ Source \_\_\_\_\_ Phone ( ) \_\_\_\_\_

### PLEASE GIVE YOUR EMPLOYMENT INFORMATION

CO-APPLICANT STATUS: ☐ Employed Full-time ☐ Employed Part-Time ☐ Student ☐ Retired ☐ Not Employed

CURRENT EMPLOYER (Or Most Recent) \_\_\_\_\_

Address \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Date(s) Employed / From \_\_\_\_\_ To \_\_\_\_\_ Position \_\_\_\_\_

Supervisor \_\_\_\_\_ Your Gross Monthly Salary \$ \_\_\_\_\_ Household Gross Monthly Income \$ \_\_\_\_\_

PREVIOUS EMPLOYER (Or Most Recent) \_\_\_\_\_

Address \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Date(s) Employed / From \_\_\_\_\_ To \_\_\_\_\_ Position \_\_\_\_\_

Supervisor \_\_\_\_\_ Your Gross Monthly Salary \$ \_\_\_\_\_ Household Gross Monthly Income \$ \_\_\_\_\_

If there are other sources of income you would like us to consider, please list income, source and person (Banker, Employer, etc.) who we could contact for confirmation. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.

Amount \$ \_\_\_\_\_ Per \_\_\_\_\_ Source \_\_\_\_\_ Phone ( ) \_\_\_\_\_



TOTAL NUMBER OF VEHICLES (Including Company Vehicles) \_\_\_\_\_  
Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No./State \_\_\_\_\_  
Make/Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Tag No./State \_\_\_\_\_  
Other Car, Motorcycle, etc. \_\_\_\_\_  
HAVE YOU OR CO-APPLICANT EVER:  
Been sued for non-payment of rent? ☐ Yes ☐ No  
Been evicted or asked to move out? ☐ Yes ☐ No Broken a Rental Agreement of Lease? ☐ Yes ☐ No  
Been sued for damage to rental property? ☐ Yes ☐ No Declared Bankruptcy? ☐ Yes ☐ No  
Have you ever been arrested or convicted of a criminal offense? ☐ Yes ☐ No  
If yes, give details: \_\_\_\_\_

PLEASE LIST YOUR BANK AND CREDIT REFERENCES			
APPLICANT BANK(S)	City-State/Branch	Acct. Number & type	Telephone
CO-APPLICANT BANK(S)	City-State/Branch	Acct. Number & type	Telephone
CREDIT REFERENCES	City-State	Acct. Number	Telephone
1			
2			

How did you hear about our property? \_\_\_\_\_  
If management has any questions about your application, please give phone numbers where you can be located:  
Day Phone (        ) \_\_\_\_\_ Night Phone (        ) \_\_\_\_\_  
Email: \_\_\_\_\_

<b>IN CASE OF PERSONAL EMERGENCY, NOTIFY:</b> _____ Relationship: _____ Full Address: _____ Home Phone: (        ) _____ Work Phone: (        ) _____ <b>IN CASE OF PERSONAL EMERGENCY, NOTIFY:</b> _____ Relationship: _____ Full Address: _____ Home Phone: (        ) _____ Work Phone: (        ) _____
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I hereby apply to lease the above described premises for the term and upon the conditions above set forth and agree that the rental is to be payable on the first day of each month in advance. As an inducement to the owner of the property and to the agent to accept this application, I warrant that all statements above set forth are true. If this application is rejected for misrepresentation of facts, credit problems, or any other reasons, the Application Fee (\$ \_\_\_\_\_ ) will be retained to offset the agent's cost, time, and effort in processing my application.

I hereby deposit \$ \_\_\_\_\_ as earnest money to hold the apartment and it will be refunded to me if this application is not accepted within \_\_\_\_\_ business banking days. Upon acceptance of this application, this deposit shall be retained as part of the cleaning fees. When so approved and accepted I agree to execute a lease for ☐ (6) Six ☐ (12) Twelve months before possession is given and to pay the balance of the cleaning fees and all rent due at the signing of the lease.

It is understood that Garland Management Company can hold an apartment for the applicant no longer than the end of the current month and that this deposit may be forfeited if the lease is not executed and all monies due are paid.

**I AUTHORIZE YOU TO CONTACT PREVIOUS LANDLORD(S), CREDIT AND PERSONAL REFERENCES THAT I HAVE GIVEN IN THIS APPLICATION. I ALSO AUTHORIZE MANAGEMENT TO OBTAIN MY CONSUMER CREDIT REPORT AND CRIMINAL BACKGROUND CHECK.**

The above information, to the best of my knowledge, is true and correct.

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Signature of Applicant \_\_\_\_\_ Date Signed \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Signature of Co-Applicant \_\_\_\_\_ Date Signed \_\_\_\_ / \_\_\_\_ / \_\_\_\_

APPLICANT: PLEASE DO NOT WRITE BELOW		
PAYMENT OF \$ _____	RECEIVED BY (NAME) _____	DATE _____
THIS APPLICATION FORM RECEIVED BY (NAME) _____		DATE _____

Reference Verification Name	Reference Comments

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THIS APPLICATION:** ☐ APPROVED ☐ NOT APPROVED  
BY \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
If not approved, specify reason(s) \_\_\_\_\_  
\_\_\_\_\_  
Applicant Notified By (Name) \_\_\_\_\_ Date Notified \_\_\_\_\_  
Notified by: ☐ LETTER (Attach Copy) ☐ FORM ☐ TELEPHONE ☐ FAX ☐ IN PERSON