

Bellamy-Knox Property Management, LLC
1 Lilac Lane
Dover, NH 03820
603-842-5794
Fax 603-589-5081
Leasing@bellamyknox.com

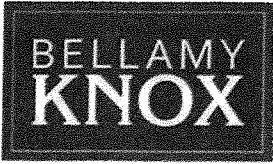
Thank you for your interest in Bellamy Knox rental properties!

Below is a list of documents that are needed in order to process your application for tenancy. Please remember that the sooner our Leasing Agent receives the documents, the sooner your application can be processed without delays. We do not need original documents; copies, scans, faxes and email are fine.

1. Picture ID
2. Your two most recent paystubs.
3. Your two most recent bank statements. Savings and checking account. All pages are needed.
4. Application fee is \$50.00 per applicant. This is to cover credit and background check.

If you have any questions about the application process, please call our office at 603-842-5794.

Thank You!



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RENTAL APPLICATION

Office Use Only
Approved/Denied By: Apt. #:
Notes: Monthly Rent:
Move in Date:
App. Fee Paid:

Where did you hear about us: Occupancy Date: Rental Price: Unit

Primary Applicant:

First Name: Last Name: Maiden Name:
SSN: Birthdate:
Email: Phone Number:

Secondary Applicant:

First Name: Last Name: Maiden Name:
SSN: Birthdate:
Email: Phone Number:

All other proposed occupants:

Name: Birthdate: SSN:
Email: Phone Number: Relationship:

Name: Birthdate: SSN:
Email: Phone Number: Relationship:

Rental/Residence History:

Primary Applicant Current Address:
Owner/Manager Name: Phone:
Current Rent: Security Deposit: Dates Lived at Address:
Reason for leaving:

Previous Residence Address:
Owner/Manager Name: Phone:
Current Rent: Security Deposit: Dates Lived at Address:
Reason for leaving:

Previous Residence Address: _____
Owner/Manager Name: _____ Phone: _____
Current Rent: _____ Security Deposit: _____ Dates Lived at Address: _____
Reason for leaving: _____

Secondary Applicant Current Address: _____
Owner/Manager Name: _____ Phone: _____
Current Rent: _____ Security Deposit: _____ Dates Lived at Address: _____
Reason for leaving: _____

Previous Residence Address: _____
Owner/Manager Name: _____ Phone: _____
Current Rent: _____ Security Deposit: _____ Dates Lived at Address: _____
Reason for leaving: _____

Previous Residence Address: _____
Owner/Manager Name: _____ Phone: _____
Current Rent: _____ Security Deposit: _____ Dates Lived at Address: _____
Reason for leaving: _____

Primary Applicant Employment History:

Currently Employed at: _____ Dates of Employment: _____
Address: _____ Phone Number: _____
Position: _____ Gross Salary: _____ Supervisor: _____

Previous Employed at: _____ Dates of Employment: _____
Address: _____ Phone Number: _____
Position: _____ Gross Salary: _____ Supervisor: _____

Previous Employed at: _____ Dates of Employment: _____
Address: _____ Phone Number: _____
Position: _____ Gross Salary: _____ Supervisor: _____

Additional Income for Primary Applicant: _____

Secondary Applicant Employment History:

Currently Employed at: _____ Dates of Employment: _____
Position: _____ Gross Salary: _____ Supervisor: _____

Previous Employed at: _____ Dates of Employment: _____
Address: _____ Phone Number: _____
Position: _____ Gross Salary: _____ Supervisor: _____

Previous Employed at: _____ Dates of Employment: _____
Address: _____ Phone Number: _____

Position: _____ Gross Salary: _____ Supervisor: _____

Additional Income for Secondary Applicant: _____

Credit History/Debt:

Primary Applicant: Savings Account Balance: _____ Bank: _____
Checking Account Balance: _____ Bank: _____
Auto Loans Monthly Payment: _____ Credit Cards Monthly Payments: _____

Secondary Applicant: Savings Account Balance: _____ Bank: _____
Checking Account Balance: _____ Bank: _____
Auto Loans Monthly Payment: _____ Credit Cards Monthly Payments: _____

Vehicles: Number of vehicles to be on the property: _____

Year: _____ Make: _____ Model: _____ Color: _____ Plate #: _____

Year: _____ Make: _____ Model: _____ Color: _____ Plate #: _____

Do you have any motorcycles, RV, Campers, or Boats: _____

Personal References: Primary Applicant:

Name: _____ Phone Number: _____ Years Known: _____

Name: _____ Phone Number: _____ Years Known: _____

Secondary Applicant:

Name: _____ Phone Number: _____ Years Known: _____

Name: _____ Phone Number: _____ Years Known: _____

Emergency Contacts:

Primary Applicant:

Name: _____ Phone Number: _____ Relationship: _____

Secondary Applicant:

Name: _____ Phone Number: _____ Relationship: _____

General Information:

Are you able to handle all minor maintenance/upkeep in the unit? _____

Do you have or intend to have renter's insurance? _____

Have you or anyone in this lease application ever broke a lease or refused to pay rent? _____

Have you ever filed bankruptcy? _____ When? _____

Have you or anyone in the lease application, ever been convicted of a crime? _____

Have you or anyone in the lease application, ever been placed under a restraining order? _____

If Necessary, please explain your responses to the questions above: _____

Have you ever been served an eviction notice? _____

Have you ever rented from us in the past? If so, list dates, unit numbers and reason for leaving: _____

How many pets do you have? (type, breed, age, approx. weight) _____

Thank you for completing an application to rent from Bellamy Knox Property Management LLC. Please note that a **completed application requires submission of the following**, which will be copied and attached to this application:

- _____ Valid Drivers License
- _____ Two of most recent paystubs
- _____ Two months of all bank statements (checking, savings)
- _____ Application fee, paid via credit card authorization, money order or check

Pursuant to Fair Housing Laws, management shall not refuse to rent or lease an apartment to any persons because of race, color, creed, religion, national origin, ancestry, disabilities, or familiar status of the applicant nor discriminate in the terms offered or the services rendered.

A **\$50.00 application fee** is charged per applicant for the purpose of verifying the information furnished on this application. By signing below, applicant hereby represents all information on this application is complete and true to the best of his/her knowledge and permits verification. Applicant hereby authorizes annual verification of credit, rental history, criminal history, income and all other references for continual rental consideration or for collection purposes should that become necessary. The **application fee is nonrefundable**. Applicant acknowledges this application will become part of the lease agreement when approved. If any information found to be incorrect, the application will be rejected, and any subsequent rental agreement becomes void. False and misleading statements will be sufficient reason for immediate eviction and loss of security deposit.

Print Name: _____ Signature: _____ Date: _____

Print Name: _____ Signature: _____ Date: _____





Bellamy-Knox Property Management, LLC

Credit Card Authorization

(Office use only) Card Reference: _____

I hereby authorize Bellamy-Knox Property Management, LLC to keep my credit card information on file (if applicable) and further I authorize them to charge my credit or debit card for the transaction type outlined below. I authorize the collection of payment for all charges as indicated on this form and understand that charges may not exceed the "Maximum amount" listed below without my personal authorization. A new authorization forms must be completed for each credit card listed on file or any changes to the original file. This authorization does not guarantee payment of my rent or other fees. If the monthly recurring option is chosen rent will be charged on the 1st of each month. If the 1st falls on a weekend or holiday the card will be charged on the next available business day. I understand it is my responsibility to have the funds available on the date of the charge and if payment is not received normal demand and eviction processes will commence without further notice. All applicable fees will apply if my tenant account becomes past due.

Print Name: _____ Signature: _____ Date: _____

Card Type: Mastercard Visa America Express Discover

File Type: Call in Monthly Recurring One time charge

Maximum amount: \$ _____ (Please included credit card processing fee in total)

Card Number: _____

Expiration Date: _____ Security Code: _____

Name (as it appears on the card): _____

Billing Address: _____

Note: _____

NOTE: Application Fee needs to include \$3.00 processing fee.