

# APPLICATION FOR RENTAL

Sherwood Forest  
 507 Sherwood Drive North  
 Middletown, NY 10941  
 (845) 692-6100

Notice: All adult applicants (18 years or older) must complete a separate application for rental. NO PETS ALLOWED.

APARTMENT	RENT	START DATE	AGENT/REFERRED BY	
<b>APPLICANT INFORMATION</b>				
LAST NAME	FIRST NAME	M.I.	SSN	DRIVER'S LICENSE#
BIRTH DATE	HOME PHONE ( )	WORK PHONE ( )	EMAIL	
<b>CURRENT ADDRESS</b>				
STREET ADDRESS		CITY	STATE	ZIP
DATE IN	DATE OUT	LANDLORD NAME	LANDLORD PHONE ( )	
MONTHLY RENT \$	REASON FOR LEAVING			
<b>PREVIOUS ADDRESS</b>				
STREET ADDRESS		CITY	STATE	ZIP
DATE IN	DATE OUT	LANDLORD NAME	LANDLORD PHONE ( )	
MONTHLY RENT \$	REASON FOR LEAVING			
<b>OTHER OCCUPANTS</b>				
LIST NAMES AND BIRTH DATES OF ALL ADDITIONAL OCCUPANTS 18 YEARS OR OLDER				
LIST NAMES AND BIRTH DATES OF ALL OCCUPANTS 18 YEARS OR YOUNGER				
<b>PETS</b>				
PETS?	DESCRIBE			
<b>EMPLOYMENT &amp; INCOME INFORMATION</b>				
1. OCCUPATION		EMPLOYER/COMPANY		MONTHLY SALARY \$
SUPERVISOR NAME		SUPERVISOR PHONE ( )	START DATE	END DATE
2. OCCUPATION		EMPLOYER/COMPANY		MONTHLY SALARY \$
SUPERVISOR NAME		SUPERVISOR PHONE ( )	START DATE	END DATE
1. OTHER INCOME DESCRIPTION				MONTHLY INCOME \$
2. OTHER INCOME DESCRIPTION				MONTHLY INCOME \$
<b>EMERGENCY CONTACTS</b>				
1. NAME	ADDRESS		PHONE ( )	RELATIONSHIP
2. NAME	ADDRESS		PHONE ( )	RELATIONSHIP

PERSONAL REFERENCES			
1. NAME	ADDRESS	PHONE ( )	RELATIONSHIP
2. NAME	ADDRESS	PHONE ( )	RELATIONSHIP
BACKGROUND INFORMATION			
HAVE YOU EVER:	Filed for bankruptcy?	Willfully or intentionally refused to pay rent when due?	
	Been evicted from a tenancy or left owing money? If yes, please provide Property Name, City, State, and Landlord Name. <input type="checkbox"/> Yes <input type="checkbox"/> No		
	Been convicted of a crime? If yes, please provide Type of Offense, County, and State. <input type="checkbox"/> Yes <input type="checkbox"/> No		
VEHICLE INFORMATION			
1. MAKE & MODEL		YEAR	LICENSE NO. & STATE
2. MAKE & MODEL		YEAR	LICENSE NO. & STATE
OTHER VEHICLES			
OTHER INFORMATION			
HOW DID YOU HEAR ABOUT THIS PROPERTY?			
PLEASE INCLUDE ANY OTHER INFORMATION YOU BELIEVE WOULD HELP TO EVALUATE THIS APPLICATION			
<p>I/we, the undersigned, authorize On-Site.com, Landlord and its agents to obtain an investigative consumer credit report including but not limited to credit history, OFAC search, landlord/tenant court record search, criminal record search and registered sex offender search. I authorize the release of information from previous or current landlords, employers, and bank representatives. I hereby hold On-Site.com, Landlord and its agents free and harmless of any liability for any damages arising out of any improper use of this information.</p> <p>Important information about your rights under the Fair Credit reporting Act:</p> <ul style="list-style-type: none"> <li>You have a right to request disclosure of the nature and scope of the investigation.</li> <li>You must be told if information in your file has been used against you.</li> <li>You have a right to know what is in your file, and this disclosure may be free.</li> <li>You have the right to ask for a credit score (there may be a fee for this service).</li> <li>You have the right to dispute incomplete or inaccurate information. Consumer reporting agencies must correct inaccurate, incomplete, or unverifiable information.</li> </ul> <p>These reports are being processed by On-Site.com, 307 Orchard City Drive, Suite 110, Campbell, CA 95008, (877) 222-0384.</p> <p>A summary of your rights under the Fair Credit Reporting Act is available by visiting or writing (Para informacion en espanol, visite o escriba): <a href="http://www.ftc.gov/credit">http://www.ftc.gov/credit</a></p> <p>Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Avenue N.W., Washington D.C. 20580</p>			
_____ (Signed/Applicant)		_____ Date	
<p>I warrant that all statements above set forth are true. I further represent that I am not renting a room or an apartment under any other name, nor have I ever been dispossessed from any apartment, nor am I now being dispossessed. I hereby give my permission to conduct inquiries concerning my income, credit history, residence, banking relationships, character and reputation for the purpose of verifying information, provided by me, on any apartment rental/purchase application. If this application is approved, I further authorize Owner or its agent(s) to conduct further credit inquiries. I understand there are no limitations or restrictions regarding what may be discussed or revealed. I am aware that a credit history, OFAC search, and landlord/tenant court record search will be done in conjunction with my application. I hereby hold On-Site Manager, Inc., Owner, and its agents free and harmless of any liability for providing written or verbal information and/or discussing the quality of my tenancy with current and former landlords property managers, supervisors, or employers. No representations or agreements by Salespersons, Brokers or others are to be binding on Owner, and/or any party connected with its business organization unless included in the written lease proposed to be executed. By submitting this application, I represent that Owner makes no guarantee regarding the status of this application or the availability of any apartment. If a lease is approved and executed, this completed application form becomes a part of that certain lease.</p>			
_____ (Applicant)		_____ Date	

**NEW YORK CITY TENANT FAIR CHANCE ACT**

Pursuant to federal and state law NYC Admin. Code §20-807 et seq.:

- 1) **If your application is denied** or other adverse action is taken against you due to a screening report the landlord uses, the landlord must tell you so and how to contact the screening company to obtain a free copy of the report.
- 2) **You may dispute** inaccurate or incorrect information on the report directly with the screening company.  
 Our screening company is: On-Site.com, 307 Orchard City Drive, Suite 110, Campbell, CA 95008, (877) 222-0384 | Fax: (888) 774-0144 | [www.RenterRelations.com](http://www.RenterRelations.com)
- 3) **Annually**, you may order a free screening report from [www.annualcreditreport.com](http://www.annualcreditreport.com) (in addition to a free report from each national consumer reporting agency if adverse action was taken against you).

**BILLING INFORMATION FOR APPLICATION FEE**

<b>CARD TYPE</b> <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> AMEX	<b>CARD NUMBER</b>	<b>EXPIRATION</b>	<b>BILLING ZIP CODE</b>
---	--------------------	-------------------	-------------------------

I authorize On-Site.com to charge \$25.00 per applicant to the above credit card. I agree to pay this charge according to the terms of my Cardholder Agreement. This fee is non-refundable and exclusive of any other fee. Payment does not bind the Landlord to any obligation to rent.

_____	_____
<i>(Name on Card (Print))</i>	<i>(Signature)</i> <span style="float: right;"><i>Date</i></span>

