

****Please fill this form out and email it to oxfordrentalgroup@gmail.com****

HOUSING APPLICATION

PERSONAL INFORMATION

Name of Applicant: _____ Gender: _____

Address (temporary) Street: _____ Phone: _____

City: _____ State: _____

Zip: _____

Address (permanent) Street: _____ Phone: _____

City: _____ State: _____

Zip: _____

Date of Birth: _____ Social Security Number: _____

E-mail Address: _____

(if Applicant is not at least 18 years of age, the parent or legal guardian must co-sign the Rental Application and Housing Contract)

ICE Document: _____ Visa Expiration Date: _____

(Non-U.S. Citizens must provide and ICE document that entitles Applicant to be in the U.S. through the Expiration Date of the Housing Contract)

How did you hear about us? _____

Please list other occupants to reside in the unit under the Housing Contract (if applicable):

Name: _____ Age: _____ Relationship: _____

EMPLOYMENT INFORMATION

Present Employer: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Length of Employment _____ Position _____

GUARANTOR INFORMATION

Guarantor Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Day

Phone: _____

Email: _____ Evening Phone: _____

CRIMINAL BACKGROUND

Have you ever been convicted; plead guilty; plead no contest; received probation; deferred adjudication, court-ordered community supervision or pre-trial diversion for a felony (whether or not resulting in a conviction)?

Yes

No

Have you ever been convicted; plead guilty; plead no contest; received probation; deferred adjudication, court-ordered community supervision or pre-trial diversion for a misdemeanor involving violence or sexual misconduct (whether or not resulting in conviction)?

Yes

No

Have you ever been asked or ordered by a representative of any government to leave the U.S. or any other country?

Yes

No

RENTAL HISTORY

1. Have you ever been evicted or asked to move out from a previous landlord?

Yes **No**

2. Do you currently owe any outstanding balance(s) to a previous landlord?

Yes **No**

Previous Landlord Contact Information:

Name: _____ Phone Number:

EMERGENCY CONTACT INFORMATION

In Case of Emergency, notify:

Relationship: _____ Phone Number:

ACKNOWLEDGEMENTS

I certify all of the above information is true and complete. I acknowledge that false information herein may constitute grounds for rejection for this Application, termination of right of occupy and non-return of fees and deposits.

I hereby authorize Owner to use reasonable and necessary means, including any consumer reporting agency, current and previous employer, current and former landlord, law enforcement agency, any check authorization agency, and state employment security agency, to release all information any of them may have about me and my Guarantor. I hereby release all of these parties, including but not limited to the Owner and any agency designated by Owner, from any liability in connection with release of such information. I hereby authorize Owner to obtain and hereby instruct any consumer reporting agency designated by Owner to furnish a consumer report under The Fair Credit Reporting Act to Owner to use such consumer report in attempting to collect any amounts due and owing under the Housing Contract or the Guaranty of Resident Obligations or for any other permissible purpose.

I understand that prior to the execution of the Lease the Security Deposit is Refundable at any time upon 48 hours notice to the Landlord. Upon execution of the Lease, the security deposit will be non-refundable.

If I cannot prove income and/or do not meet the qualifying credit history, I will obtain a Guarantor who will sign a Guaranty of Resident Obligations. In the event I submit an executed Housing Contract but do not submit an executed Guaranty of Resident Obligations as and when required by Owner, Owner shall have the right to require me to honor my obligations of the Housing Contract. All applicants under the age of 18 years old are required to have their parent/guardian agree to the Housing Application, Housing Contract, and guarantee their housing.

By signing below I represent that I have read and agree to all provisions of this Application.

Applicant Signature: _____ Date:

Guarantor Signature: _____ Date:

Lease Execution Checklist:

- eft forms
- parental guarantee
- signed lease
- housing app with contact info
- deposits
 - pet deposits