



THE SHERMAN AGENCY, INC.
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RESIDENTIAL RENTAL APPLICATION
For Office Use Only
Date: _____
Community: _____
Apt #: _____
Rent \$: _____
Security Deposit \$: _____

**All Applicants, eighteen (18) years of age or older,
 who will be residing in the Premises, must fill out a separate Application.**

Please complete this application with all pertinent details. If accepted, this application becomes a part of the lease agreement. A misstatement of facts in this application is justification for immediate termination of your residency (see Disclosure Information on page 2 for detailed explanation). Please print legibly.

PERSONAL INFORMATION					
First Name	Middle Initial	Last Name	Date of Birth		
			Social Security Number		
Driver's License Number			State where issued		Maiden Name (if applicable)
Home Phone	Work Phone	Cell Phone	Other Phone		
Email Address					
Name, age, and relationship of all other occupants who will reside with you:					
Pet(s):	Name	Breed	Size/Weight	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Neutered <input type="checkbox"/> Spayed
				<input type="checkbox"/> Indoor <input type="checkbox"/> Outdoor	Is this a Service Animal? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Name	Breed	Size/Weight	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Neutered <input type="checkbox"/> Spayed
				<input type="checkbox"/> Indoor <input type="checkbox"/> Outdoor	Is this a Service Animal? <input type="checkbox"/> Yes <input type="checkbox"/> No
Vehicles:					
Make	Model	Year	License Plates #	State	
Make	Model	Year	License Plates #	State	
RESIDENTIAL HISTORY					
Current Address	City	State	Zip code	How Long at this address?	
Name of Owner/Manager			Phone	Monthly Rental/Mortgage Payment?	
Reason for moving					
Prior Address	City	State	Zip code	How Long at this address?	
Name of Owner/Manager			Phone	Monthly Rental/Mortgage Payment?	
Reason for moving					
List every City and State you have resided in since you reached the age of 18:					
1) _____/____	2) _____/____	3) _____/____	4) _____/____		
5) _____/____	6) _____/____	7) _____/____	8) _____/____		
EMPLOYMENT INFORMATION					
Current Employer				Occupation	
Address	City	State	Zip code	Phone	
Supervisors Name	Dates of Employment From: To:		Gross Monthly Income \$		
Previous Employer				Occupation	
Address	City	State	Zip code	Phone	
Supervisors Name	Dates of Employment From: To:		Gross Monthly Income \$		
Other Sources of Income you would like us to consider i.e., child support, alimony, restitution, etc. Please list source of income and person whom we can contact for confirmation of this income:					
Miscellaneous Monthly Financial Obligations, i.e., child support, alimony, restitution, etc.:					

PERSONAL REFERENCES (please provide 2)			
1) Name	Relationship	How long have you known this person?	
Address	City	State	Zip code
			Phone
2) Name	Relationship	How long have you known this person?	
Address	City	State	Zip code
			Phone
EMERGENCY CONTACTS			
In Case of an Emergency Contact (Primary):			
Address	City	State	Zip code
			Relationship
Home Phone	Work Phone	Cell Phone	Other Phone
In Case of an Emergency Contact (Secondary):			
Address	City	State	Zip code
			Relationship
Home Phone	Work Phone	Cell Phone	Other Phone
PLEASE ANSWER THE FOLLOWING (if you answer yes please explain)			
Have you ever been evicted or asked to move from any tenancy?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever broken a lease or vacated a rental property still owing rent monies?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been sued for damage to a rental property?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever filed a petition of bankruptcy? (If yes when?)			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a crime other than a motor vehicle violation?			<input type="checkbox"/> Yes <input type="checkbox"/> No
*Please note that a "Yes" answer does not automatically result in an automatic denial of the Rental Application.			
Have you been convicted, pleaded guilty, or nolo contendere (no contest), received a deferred sentence, deferred prosecution, diversion, continued adjudication, continued petition, of any felony, or felony/misdemeanor sex offense within the past ten (10) years?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you registered or under consideration for registration as a sexual offender?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you currently facing prosecution for any felony, or felony/misdemeanor sex offense?			<input type="checkbox"/> Yes <input type="checkbox"/> No
*Please note that a "Yes" answer to the questions in this section will result in an automatic denial of the Rental Application.			
DISCLOSURE INFORMATION			
<p>I fully understand that misrepresentation or concealment relative to any of the above facts will, at Agents option, void my rights under any agreement entered into and cause loss of any deposits made for the dwelling being applied for. I authorize Agent to make such investigation into Applicant/Resident/Occupant's credit, employment, rental and criminal history, as Agent may deem appropriate and release all parties from liability for any damage that may result from furnishing such information to Agent. Agent shall have the continuing right to review this credit and criminal information, rental application, payment history and occupancy history for account review, improving application review methods, and all other purposes. If approved, Applicant shall have a continuing and on-going duty to update all of the information provided on the Application. Applicant acknowledges that Agent may enter into a Lease in reliance on the information contained in Applicant's rental application and any and all other information provided to Agent by Applicant. Applicant/Resident shall promptly notify Agent in writing of any subsequent change in the information provided by Applicant on Applicant's application. Assuming that Applicant is approved, Agent shall have the right to terminate Applicant's tenancy on three (3) days' notice to quit: 1) if it is determined that Applicant provided false or misleading information on this Application or 2) if the Application information is no longer correct, for example, Applicant is convicted of a sexual offense after moving into the Premises. Errors, omissions, or misstatements by Applicant shall provide Agent with the option to terminate the Lease upon three (3) days notice to quit.</p> <p>Agent does not have a duty to verify, and does not represent or promise that it will verify, the accuracy or the answers provided in the Application of any applicant. Furthermore, Agent has no duty, and expressly disclaims any obligation, to perform a criminal background check on each applicant. Agent does not represent or guarantee that all residents have no prior criminal record or background.</p> <p>Agent's approval or denial of this Application is based on information provided by independent third parties. Agent makes no representation as to the accuracy of the information that Agent obtains from third parties in approving or denying this Application. Agent hereby disclaims any liability for the accuracy of such information that Agent obtains pursuant to Applicant's consent.</p>			
DEPOSIT AND FEES			
<p>I understand I acquire no right in this dwelling until I sign an agreement in the form submitted to me and make a deposit in the amount of \$ _____ on the dwelling I have selected. This amount (less the Non Refundable Application Processing Fee) will be refunded within seven (7) working days: 1) if the Applications is denied. or 2) if the Applications is accepted and the Applicant withdraws the Application in writing within seventy-two (72) hours of the date of notification of acceptance. Agent will notify Applicant of denial or acceptance via phone and/or mail. If the Application is accepted and Applicant fails to occupy the premises on the agreed upon date (regardless if Applicant executes a lease or a not), except for delay caused by the Agent, the deposited amount will be retained by Agent as liquidated damages for holding the dwelling off the market. In such instances, Agent will provide Applicant a written accounting within sixty (60) days. If Agent cannot provide a specific apartment on the requested move in date, Agent reserves the right to provide a similar dwelling. If the delay in providing Applicant with this specific apartment of a similar dwelling is longer than seven (7) days, Applicant may terminate the lease by notifying Agent in writing.</p>			
Applicant's Signature _____			Date _____
Agent/Broker's Signature _____			Date _____
I understand the deposits and fees to be as follows: _____ Applicant Initials			
(Office use only below this line)			Amount Due /Received
Description	Due Date		
Non Refundable Application Processing Fee	Upon submittal of application	\$ _____	<input type="checkbox"/>
DEPOSITS			
Holding Deposit	Upon submittal of application	\$ _____	<input type="checkbox"/>
Additional Security Deposit	_____	\$ _____	<input type="checkbox"/>
Pet Deposit	_____	\$ _____	<input type="checkbox"/>
Total Deposit		\$ _____	
Non Refundable Pet Fee		\$ _____	<input type="checkbox"/>
First Months Rent		\$ _____	<input type="checkbox"/>
Any Prorated Rents Due		\$ _____	<input type="checkbox"/>
Utility Transfer Fee		\$ _____	<input type="checkbox"/>
Other Charges		\$ _____	<input type="checkbox"/>
This application has been <input type="checkbox"/> Approved <input type="checkbox"/> Denied (if denied please explain):			