



COZY HOME Rental
785-233-7900 Fax 785-267-0153

Rent: _____
Deposit: _____
Bedrooms: _____
Money Order or Cash

Rental Application
Application fee: \$15/Adult

Today's Date _____ Rental Address Shown _____ Desired Move-In Date _____
Contact Numbers: Home _____ Cell _____ Work _____
E-mail _____@_____

PET POLICY: All pets must be approved by the owner/manager PRIOR to being at the residence. The pet must meet the following conditions: (1)Housebroken (2)Two years old (documented) (3) Less than 25 lb, full grown (4) No Pit-bull, Chow, rottweiler, or other aggressive breeds. PET Yes ___ or No ___ Breed _____ Weight _____lb.

Applicant Information:

Last Name _____ First Name _____ Middle Name _____
Other names used (maiden, etc) _____ Social Security Number _____
Date of Birth _____ Driver License # _____ /State _____ Place of Birth _____
US Citizen: Yes ___ No ___ E-Mail Address _____

Spouse/Roommate Information:

Last Name _____ First Name _____ Middle Name _____
Other names used (maiden, etc) _____ Social Security Number _____
Date of Birth _____ Driver License # _____ /State _____ Place of Birth _____
US Citizen: Yes ___ No ___ E-Mail Address _____

List all names and ages of minor children living at residence.

Name _____ Age _____ Name _____ Age _____
Name _____ Age _____ Name _____ Age _____
Name _____ Age _____ Name _____ Age _____

Preferred Method of Rental Payments/Due Dates. NO PERSONAL CHECKS. Cashier's Check _____ Money Order _____
Cash _____ Payee _____ Payee Name _____ Payee Phone _____

Monthly (Date) _____ (other than 1st-5th, requires \$10 fee)
Bi-weekly Amounts _____ (Dates) _____ (requires \$10/date handling fee)

How did you learn of this vacancy? (Please check all that apply) Sign _____ Website _____ Newspaper _____ Referred by _____
Do you have renter's insurance? Yes ___ No ___

Residence History: (if history is different for spouse/ roommate, provide complete information for both.) (3-year history required.)

Current Address: _____ City _____ ST _____
Monthly Rent _____ Occupancy Dates: From _____ to _____
Owner/Manager Name _____ Phone Num _____
Reason for moving _____
Number of late payments? ___ Is your rent current? Yes ___ No ___ Amount of security deposit? _____

Previous Address: _____ City _____ ST _____
Monthly Rent _____ Occupancy Dates: From _____ to _____
Owner/Manager Name _____ Phone Num _____
Reason for moving _____
Number of late payments? ___ Is your rent current? Yes ___ No ___ Amount of security deposit? _____

Previous Address: _____ City _____ ST _____
Monthly Rent _____ Occupancy Dates: From _____ to _____
Owner/Manager Name _____ Phone Num _____
Reason for moving _____
Number of late payments? ___ Is your rent current? Yes ___ No ___ Amount of security deposit? _____

Employment History (3 year history required.)

Current Employer _____ Phone: _____
Address _____ City _____ ST _____
Dates of Employment: From _____ to _____ Position _____
Monthly salary (Gross _____ Net _____):\$ _____ FT ___ PT ___ #hrs/wk _____

Employer _____ Phone: _____
Address _____ City _____ ST _____
Dates of Employment: From _____ to _____ Position _____
Monthly salary (Gross _____ Net _____):\$ _____ FT ___ PT ___ #hrs/wk _____
Reason for changing employer _____

Other sources of income: (List source and amount, if you want it to be considered) \$ _____

Spouse's Current Employer _____ Phone: _____
Address _____ City _____ ST _____
Dates of Employment: From _____ to _____ Position _____
Monthly salary (Gross _____ Net _____): \$ _____ FT _____ PT _____ #hrs/wk _____

Employer _____ Phone: _____
Address _____ City _____ ST _____
Dates of Employment: From _____ to _____ Position _____
Monthly salary (Gross _____ Net _____): \$ _____ FT _____ PT _____ #hrs/wk _____
Reason for changing employer _____

Bank/Credit Union _____ Checking _____ Savings _____ Other _____
Address _____ City _____ ST _____

Are you more than 120 days late on any account? Yes _____ No _____
Have you ever filed for bankruptcy? Yes _____ No _____ Date _____
Have you ever been **evicted** or **asked to leave** a rental unit because you were behind in your rent payments or a lease violation?
Yes _____ No _____ Date _____ Reason? _____
Have you ever been sued for non-payment of rent? Yes _____ No _____ Date _____
Have you ever been sued for damage to rental property? Yes _____ No _____ Date _____
Have you ever refused to pay rent for any reason? Yes _____ No _____
Have you **ever** been **arrested, charged with, and/or convicted** of a **crime**? Yes _____ No _____ Provide details. _____

List all vehicles to be parked at residence. (All vehicles must be operable, tagged and insured.)

Make _____ Model _____ Year _____ Color _____
Tag Number/State _____

Make _____ Model _____ Year _____ Color _____
Tag Number/State _____

Emergency Contact Numbers. (Please List two.)

Last Name _____ First Name _____ MI _____
Address: _____ City _____ ST _____
Home Phone Number _____ Cell Phone Number _____ Relationship _____

Last Name _____ First Name _____ MI _____
Address: _____ City _____ ST _____
Home Phone Number _____ Cell Phone Number _____ Relationship _____

In the event of serious illness/death, the persons above **are authorized to remove and/or store all contents** found in the residence, mailbox and vehicle. _____ (please initial.)

By signing below, I/We declare the information provided on this application to be true and correct. Any information found to be false shall be reason to deny application and retain the application fee. **Signature on this application indicates that you understand, if your application is accepted, as a resident you agree to have applicable utilities put in your name prior to occupancy of dwelling, and agree to maintain said utilities in your name until the Lease agreement is terminated. Any funds submitted as a holding deposit, will be retained by the management company until such time as a lease is signed or the application is denied. If application is denied or the residence is not ready for occupancy, then the holding deposit will be returned. If the applicant fails to sign the lease, provide additional required funds or does not take the identified residence, the holding deposit shall be forfeited. If the lease is signed, holding deposit shall convert to a portion of the security deposit in the same amount. Further, by signing below, I/We grant permission to the Owner/Manager to obtain Credit Reports, Criminal History, Eviction Records, and all information necessary to verify the information given on this application. I/We understand that I/We have the right to make a written request within 10 days of denial of this application to receive information about the nature and scope of the investigation process and the finding thereof. Requests can be made to the following address: Cozy Homes Rental, PO Box 5885, Topeka, KS 66605-0885.**

_____ Date _____

_____ Date _____

Cozy Home Rental Mgmt LLC
PO Box 5885
Topeka, Kansas 66605
Phone: 785-233-7900

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