



Phone: (718) 326-5600
 Fax: (718) 762-1931
 Email: leasing-office@swqueens.com
 Web: www.swqueens.com

RENTAL APPLICATION

Please list the property address and apartment number you wish to apply for:

ADDRESS: _____

APARTMENT : _____

BROKER / INTRO: _____

PLEASE PRINT

Name of Applicant: _____
First Last

Date of Birth: _____ **Cell Phone No:** _____

Social Security Number: _____ **Home Phone No:** _____

Driver's License Number: _____ **State:** _____

Have you ever served or are you currently serving in the military?: Yes No

RESIDENCE HISTORY

Current Address: _____

How Long at Current Address: _____ **Reason for Leaving:** _____

Name and Phone Number of Owner or Agent: _____

Previous Address: (if within 3 yrs) _____

Name and Phone Number of Owner or Agent: _____

EMPLOYMENT INFORMATION

Employer: _____

Address: _____

Date of Employment: _____ **Position:** _____

Annual Salary:\$ _____ **Status of Employment:** _____

Name of Supervisor: _____ **Phone Number:** _____

Other Income: \$ _____ **Source:** _____

OCCUPANTS

List all other people who will occupy the unit:

Name: _____ **Name:** _____

Relationship: _____ **Relationship:** _____

Age: _____ **Age:** _____

Name: _____ **Name:** _____

Relationship: _____ **Relationship:** _____

Age: _____ **Age:** _____

The application information provided by you may be used to obtain a tenant screening report; the name and address of the consumer reporting agency or agencies that will be used to obtain such report is: **CORE LOGIC SAFE RENT, 7300 WESTMORE ROAD, SUITE 3, ROCKVILLE, MD 20850-5223.**

Pursuant to Federal, State and Local Law:

- 1.If we take adverse action against you on the basis of information contained in a tenant screening report, we must notify you that such action was taken and supply you with the name and address of the consumer reporting agency that provided the tenant screening report on the basis of which such action was taken;
- 2.If any adverse action is taken against you based on information contained in a tenant screening report, you have the right to inspect and receive a free copy of that report by contacting the consumer reporting agency;
- 3.Every tenant or prospective tenant is entitled is one free tenant screening report from each national consumer reporting agency annually. In addition to a credit report that should be obtained from www.annualcreditreport.com; and
- 4.Every tenant or prospective tenant may dispute inaccurate or incorrect information contained in a tenant screening report directly with the consumer reporting agency.

Applicant's Signature: _____ **Date:** _____

\$50.00 Non-Refundable Application Fee - Please Initial: _____

SWQMLLC Rental Application fyj "-/1&



SUPPORTING DOCUMENTATION CHECKLIST

ID Verification:

- ✓ Copy of valid state photo ID
- ✓ Legible passport.
- ✓ Driving License.

Employment Verification:

- ✓ Employment letter on employer's letterhead verifying:
 - Length of employment.
 - Position.
 - Annual salary.

OR

- ✓ Copy of three (3) recent pay stubs.

OR

- ✓ Copy of current W2.
- ✓ Copy of current tax return (Form 1040) (*first and last page only*).

Financial Information:

- ✓ Three (3) most recent bank statements.

Self-employed Verification

- ✓ Letter from your accountant verifying:
 - Length of employment.
 - Type of business.
 - Annual income.
- ✓ Copy of current tax return (Form 1040).
- ✓ Copy of Business Certificate.