

# Prime Time Property Management, LLC

P.O. Box 2665, Olathe, KS 66063 | 913-764-1586 | FAX 913-815-8800 | ptpm@comcast.net

## Rental Application

Every applicant over the age of 18 must fill out a separate form, even married couples. Please fill this out completely and sign where indicated. Please attach two (2) pay stubs. Failure to do so may delay your application.

OFFIC USE ONLY	
Today's Date:	_____
Proposed Rent:	_____
Unit Desired:	_____
Date Desired:	_____
# people in unit:	_____

### Personal Information

First Name	Middle Initial	Last Name
_____/_____/_____	_____	_____
Date of Birth	Driver's License Number & Issuing State	Social Security Number
_____	_____	_____-_____-_____
Phone: <input type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Work	Phone: <input type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Work	Email
_____	_____	_____

### Please provide information on residence for the last 3 years. List additional information on back if needed.

Address	City	State	Zip
_____ \$ _____	_____	_____	_____
from _____ to _____	Landlord/Mortgage Holder	Landlord's Phone Number	
Rent or Mortgage/month	Date of Occupancy		
_____	_____		

  

Address	City	State	Zip
_____ \$ _____	_____	_____	_____
from _____ to _____	Landlord/Mortgage Holder	Landlord's Phone Number	
Rent or Mortgage/month	Date of Occupancy		
_____	_____		

### Please list all employment and other sources of income. List additional information on back if needed.

Employer/Income Source	Position		
_____	_____		
Address	City	State	Zip
_____ \$ _____	_____	_____	_____
Gross Monthly Income	Years worked	Supervisor	Supervisor's Phone Number
_____	_____	_____	_____

### Emergency Contact

Name	Address/City/State/Zip	Phone
_____	_____	_____

### If you answer yes to any of the questions below, please provide details on the back.

- Have you ever been a defendant in an unlawful detainer (eviction) lawsuit or defaulted (failed to perform) any obligation of a rental agreement or lease? ...  No  Yes
- Have you ever been convicted of a felony? .....  No  Yes
- Have you ever filed suit against a landlord? .....  No  Yes
- Do you have a water bed, an aquarium or any other water filled furniture? .....  No  Yes
- Have you declared bankruptcy in the past seven (7) years? .....  No  Yes
- Have you had two or more late rental payments in the past year? .....  No  Yes
- Have you ever willfully or intentionally refused to pay rent when due? .....  No  Yes
- Do you have pets? .....  No  Yes

### Verification

This application must be signed by all adults who will occupy the apartment before it can be considered by Landlord. Acceptance of this application, and any monies deposited herewith, is not binding upon Landlord until approved by Landlord in writing. If approved, all monies deposited with this application will be held as a reservation deposit to be either returned to applicant, or credited toward any deposit which may be required of applicant at the time a rental agreement is executed. If the unit is held for applicant for more than 72 hours, all monies deposited shall be forfeited to Landlord.

By signing, the applicant recognizes that an investigative report may be prepared whereby information is obtained through interviews. This inquiry includes information as to your criminal history, police report, credit report, character, general reputation and mode of living. This application may be disapproved as a result of any misrepresentation, insufficient or incomplete information. You have the right to make a written request within a reasonable period of time to receive additional information about the nature and scope of this investigation.

Applicant's signature	Date
_____	_____

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## Request for Rental Verification

We have received an application for tenancy from the person listed below. We have been told by the applicant that they have rented or currently rent form you. Thank you in advance for completing this form and returning it via e-mail (ptpm@comcast.net) or fax (913-815-8800).

Tenant(s): \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Landlord/Mortgage Holder: \_\_\_\_\_ Phone: \_\_\_\_\_

e-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Rented from \_\_\_\_ / \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Monthly rent: \_\_\_\_\_

Was the tenant ever late with rent? .....  No  Yes

If yes, how many times? \_\_\_\_\_

Have they given proper notice to move? .....  No  Yes

Have they caused damage to your property while residing there? .....  No  Yes

Did they have pets while residing there? .....  No  Yes

Have you had any complaints (please elaborate below)? .....  No  Yes

\_\_\_\_\_

\_\_\_\_\_

If they are no longer living there, did they leave the unit damaged or soiled? .....  No  Yes

If they are no longer living there, did they leave owing rent or other fees? .....  No  Yes

In addition the above information, please furnish us with any additional information you may have that will assist us in processing this application.

\_\_\_\_\_

\_\_\_\_\_

Rental verification completed by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Date

Authorization from applicant:

I, the undersigned, hereby authorize the release of my complete rental history to Prime Time Property Management, LLC.

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date