

# SMS PROPERTY MANAGEMENT

1116 St. Joseph Blvd, Fort Wayne, IN 46805  
260-498-2926 office 260-471-3111 fax

## OFFICE USE ONLY:

Date of application \_\_\_\_\_ Rental address \_\_\_\_\_

Monthly rental amount \_\_\_\_\_ \$ needed to move in: rent \_\_\_\_\_ + deposit \_\_\_\_\_ = total \_\_\_\_\_

Projected move-in date \_\_\_\_\_ Pets: Yes / No \_\_\_\_\_

Name \_\_\_\_\_ SS# \_\_\_\_\_ D.O.B. \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Current landlord \_\_\_\_\_ Phone number \_\_\_\_\_

Monthly rent \_\_\_\_\_ Time at current rent address \_\_\_\_\_ Your contact phone \_\_\_\_\_

Are you current? \_\_\_\_\_ If not, why? \_\_\_\_\_

Have you ever been evicted? \_\_\_\_\_ If so, why? \_\_\_\_\_

Previous address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Previous landlord \_\_\_\_\_ Phone number \_\_\_\_\_

## **EMPLOYMENT**

<b>Name</b>	<b>Phone Number of Employer</b>	<b>Salary</b>	<b>Dates Employed</b>
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1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Other income \_\_\_\_\_ per week/ month Source: \_\_\_\_\_

Do you have a checking/savings account? \_\_\_\_\_ Bank \_\_\_\_\_

## **REFERENCES- List 2 personal references (relatives are preferred)**

Name \_\_\_\_\_ Phone number \_\_\_\_\_ Yrs known \_\_\_\_\_

Relationship \_\_\_\_\_ Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Name \_\_\_\_\_ Phone number \_\_\_\_\_ Yrs known \_\_\_\_\_

Relationship \_\_\_\_\_ Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

**Names & Ages of ALL persons occupying the unit:**

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

**List all vehicles to be parked on premises:**

Make _____	Model _____	Yr _____	License Plate # _____
Make _____	Model _____	Yr _____	License Plate # _____
Make _____	Model _____	Yr _____	License Plate # _____

**Do you own a pet?** \_\_\_\_\_ **What breed(s)** \_\_\_\_\_ **Hgt(s)** \_\_\_\_\_ **Wgt(s)** \_\_\_\_\_

For any approved pet we require a non-refundable pet deposit in the amount of \$300.00 per dog/\$150 per cat. We reserve the right to limit and/or exclude any and all pets at any of our properties. All pet deposits must be paid **PRIOR** to animal moving in.

**Four reasons why your application could be denied...**

1. Public record of evictions and/or damages
2. Judgment against you from one of the utility companies
3. Insufficient income to support the rental amount
4. Falsification of any part of the application

**READ BEFORE SIGNING:**

**Effective January 1, 2016, there is a \$20 application fee per family. The application is good for 30 days. If applicant is approved and has rented a home within 30 days from SMS Property Management, the application fee will be applied to the rent or deposit. After 30 days, a new application and application fee will be required.**

I hereby give my permission to SMS Property Management to verify the above information and to obtain a consumer and/or credit report. I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand if any information contained in this application is found to be false, that is just grounds for denial of said application. I further understand that after my application is accepted, and I put money down to hold the unit, if I fail to move in, I will forfeit any and all monies paid.

I also hereby authorize and give my consent to the Fort Wayne Police Department to release any and all criminal history information regarding myself as that information appears in the records of the Fort Wayne Police Department. I hereby waive, release and surrender any and all rights to claims I may have against the City of Fort Wayne, the Fort Wayne Police Department, and or employees of such that may arise as a result of the release of this criminal history information.

_____	_____
Signature	Date