

Keystone Property Management

308 SE Greenville Blvd., Suite 2-B
Greenville, NC 27858

Phone: 252-355-8884 | Fax: 252-353-4314

Office Use Only

Application Fee Paid: Yes No

Date Paid: _____

Check Money Order Cash

Nonrefundable Application Fee Required for Processing: \$30.00 **per applicant** (check, money order or exact cash only)

Application Made

Date: _____ Time: _____

Address Requested: _____

Requested Date of Occupancy: _____

Pet(s): Yes No How Many? _____

Type(s) & Breed(s): _____

Weight of Pet(s): _____

Office Use Only

Approved Disapproved

Amount of Deposit Received: _____

Date Deposit Received: _____

Requested Date of Occupancy: _____

Applicant Information

Name: _____
(first) (middle) (last)

Social Security Number: _____ Date of Birth: _____

Driver's License Number: _____ State: _____

Current Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ (Home) _____ (Work) _____ (Mobile)

Landlord/Owner/Manager: _____

Landlord Address: _____ Landlord Phone Number: _____

Landlord Fax Number: _____ How long at this address? _____

Employment & Income

Current Employer: _____ Address: _____

Phone Number: _____ How long have you worked here? _____

Position: _____ Salary/Pay: _____

Supervisor's Name: _____ Phone Number: _____

Other Income: _____

Other Occupants

Name(s) & Age(s): _____

Spousal Information

Name: _____ Relation: _____

Social Security Number: _____ Date of Birth: _____

Driver's License Number: _____ State: _____

Current Employer: _____ Address: _____

Phone Number: _____ How long has he/she worked here? _____

Position: _____ Salary/Pay: _____

Supervisor's Name: _____ Phone Number: _____

STUDENTS ONLY

NOTE: Students will be required to fill out Parental Guarantee

Parent/Guardian Name(s): _____

Address: _____ City: _____ State: _____

Home Phone: _____ Place of Business: _____

References

Bank: _____ Checking Savings

Credit: _____

Vehicle Information

Make: _____ Model: _____ Year: _____ Color: _____ Tag: _____

Make: _____ Model: _____ Year: _____ Color: _____ Tag: _____

Acknowledgement

By signing, I understand that this application is preliminary only and involves non obligation of the owner or Keystone Property Management to approve this application or to deliver occupancy of the proposed premises. If this application is approved by Keystone Property Management and I decide to take possession of the premises, a security deposit (money order only) is required. Once this deposit is paid, it is nonrefundable even if I decide not to take possession of the premises afterward.

The undersigned applicant(s) affirm the foregoing information and give Keystone Property Management permission to utilize all of the information listed above to approve or disapprove this application including investigation of past employment, rental history, and credit references.

Signature

Date

Signature

Date