



**VIRGINIA ASSOCIATION OF REALTORS®  
APPLICATION FOR RESIDENTIAL LEASE**

(This is a legally binding contract. If not understood, seek competent advice before signing.)

The property will be shown and made available to all persons without regard to race, color, creed, religion, national origin, sex, familial status, handicap, or elderliness in compliance with all applicable federal, state and local fair housing laws and regulations.

This Application for Residential Lease (the "Application") is made as of the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by and between \_\_\_\_\_ ("Applicant", individually and collectively) and \_\_\_\_\_ ("Landlord") through \_\_\_\_\_ ("Listing Broker" or "Agent," who represents Landlord), and \_\_\_\_\_ ("Leasing Broker," who does  or does not  represent Applicant). If Listing Broker is engaging in dual or designated agency, a separate consent agreement has been entered into by Listing Broker and Applicant.

Applicant hereby applies for a residential dwelling unit (the "Dwelling Unit") located at \_\_\_\_\_, Virginia, in the City/County of \_\_\_\_\_, for occupancy commencing on \_\_\_\_\_, at an initial monthly rent payment of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_). All persons over the age of 18 who will reside in the Dwelling Unit must complete this Application.

**PLEASE FILL IN ALL INFORMATION COMPLETELY**

**1. Applicant Information.**

	Applicant #1	Applicant #2	Applicant #3
Name			
SSN/ITIN			
Date of Birth			
Home #			
Work #			
Cell Phone #			
Present Address			
Years			
Landlord			
Landlord Address			
Landlord Phone			
Previous Address			
Years			
Landlord			
Landlord Address			
Landlord Phone			
Presently Employed By			

	Applicant #1	Applicant #2	Applicant #3
How long?			
Position			
Salary (Wk., Mo., Yr.)	\$	\$	\$
Supervisor			
Telephone			
Formerly Employed By			
How long?			
Supervisor			
Other Occupants: Name/Age/Relationship			

**2. Vehicle Information:**

	Applicant #1	Applicant #2	Applicant #3
Number of Vehicles			
Make			
Model			
License #			

**3. Pets:**

	Applicant #1	Applicant #2	Applicant #3
Type			
Breed			
Color			
Weight			

**4. If you are presently in the Armed Services, state:**

	Applicant #1	Applicant #2	Applicant #3
Branch			
Rank			
Outfit			
Telephone			

5. Other Income You Would Like Landlord to Consider:

	Applicant #1	Applicant #2	Applicant #3
Amount (Wk., Mo., Yr.)	\$	\$	\$
Source			

6. Bank or Savings Accounts:

	Applicant #1	Applicant #2	Applicant #3
Bank Name/Address Account No. Type of Account			
Bank Name/Address Account No. Type of Account			
Bank Name/Address Account No. Type of Account			

7. In Case of Emergency Notify:

	Applicant #1	Applicant #2	Applicant #3
Name			
Address			
Phone			
Relationship			

8. Rental and Credit History:

a. Reason for leaving current residence:

Applicant #1	Applicant #2	Applicant #3

b. Have you ever been rejected for tenancy? If Yes, please explain:

Applicant #1	Applicant #2	Applicant #3
Yes/No (circle)	Yes/No (circle)	Yes/No (circle)

c. Have you ever refused to pay rent when due, been a defendant in an unlawful detainer action or eviction, or otherwise been sued by a landlord for matters related to a tenancy? **If so, please give details, and the status of any pending actions:**

Applicant #1	Applicant #2	Applicant #3
Yes/No (circle)	Yes/No (circle)	Yes/No (circle)

d. Have you ever filed for bankruptcy? If so, please give dates of filing and status of case:

Applicant #1	Applicant #2	Applicant #3
Yes/No (circle)	Yes/No (circle)	Yes/No (circle)

e. Please give the names and phone numbers for three references:

Applicant #1	Applicant #2	Applicant #3
Name: _____ Phone #: _____	Name: _____ Phone #: _____	Name: _____ Phone #: _____
Name: _____ Phone #: _____	Name: _____ Phone #: _____	Name: _____ Phone #: _____
Name: _____ Phone #: _____	Name: _____ Phone #: _____	Name: _____ Phone #: _____

9. **CRIMINAL HISTORY:** Has any Applicant ever been convicted of, pleaded guilty to, or entered a plea of no contest to any felony, or to any misdemeanor for a crime that involved harm to any other person or property? **If the answer is Yes, please give all details, including the specific offense(s), date(s), sentence(s) and jurisdiction(s) in which the offenses occurred, as well as any information on the status of any current probation.**

Applicant #1	Applicant #2	Applicant #3
Yes/No (circle)	Yes/No (circle)	Yes/No (circle)

10. **CIRCLE IF ANY APPLICANT OWNS:**                    CAMPER      MOTORCYCLE      BOAT      TRUCK      TRAILER

11. **APPLICATION FEE/THIRD PARTY COSTS/APPLICATION DEPOSIT:** Each Applicant must pay at the time this Application is made the following, non-refundable amounts: i) an Application Fee in the amount of \_\_\_\_\_, and (ii) payment for third party costs incurred by Landlord in the amount of \_\_\_\_\_. In addition, the Applicant must pay an Application Deposit in the amount of \_\_\_\_\_ at the time this Application is made, which may be refundable to Applicant, in accordance with Section 12 of this Application. The Application Deposit will convert into the Security Deposit on the Commencement Date of the Lease Agreement.

12. **OBLIGATION TO ENTER INTO LEASE AGREEMENT/ DAMAGES:** Upon submission of this Application by Applicant, Agent reserves the right to remove the Dwelling Unit from the available rent list. If this Application is denied by Landlord, the Application Deposit shall be refunded to Applicant. If this Application is approved and Applicant fails to rent the Dwelling Unit, Landlord shall be entitled to retain that part of the Application Deposit equal to Landlord's actual damages and expenses as provided in Section 55-248.6:1 of the Virginia Residential Landlord Tenant Act ("VRLTA").

13. **GUARANTY.** Please provide the following information if the Lease Agreement will be guaranteed, in accordance with the Rental Selection Criteria of Listing Broker or Landlord.

Name of Guarantor : \_\_\_\_\_  
 Relationship: \_\_\_\_\_  
 SSN/ITIN: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Phone Number: \_\_\_\_\_

Name of Guarantor : \_\_\_\_\_  
 Relationship: \_\_\_\_\_  
 SSN/ITIN: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Phone Number: \_\_\_\_\_

Name of Guarantor : \_\_\_\_\_  
 Relationship: \_\_\_\_\_  
 SSN/ITIN: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Phone Number: \_\_\_\_\_

14. APPLICANT INVESTIGATION: Applicant should exercise whatever due diligence Applicant deems necessary with respect to information on the Dwelling Unit, including without limitation, mold, lead-based paint, pests or insects, and any sexual offenders registered under Chapter 23 (sec. 19.2-387 et seq.) of Title 19. Information regarding registered sex offenders may be obtained by contacting your local police department or the Department of State Police, Central Records Exchange at (804) 674-2000 or [www.vsp.state.va.us](http://www.vsp.state.va.us). Upon Applicant's request, Landlord will provide Applicant with a copy of the Lease Agreement for review.

15. INFORMATION CORRECT: Each Applicant hereby certifies that the information contained in this Application is true and correct to the best of Applicant's knowledge and belief. Each Applicant hereby authorizes Listing Broker to conduct a credit check on Applicant and such background checks as determined appropriate by Listing Broker to verify information provided herein by Applicant for approval or rejection of this Application.

16. OTHER PROVISIONS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

We have read the terms and conditions of this Application. We understand this is a binding contract separate and apart from the Lease Agreement.

\_\_\_\_\_  
 Applicant #1 Signature  
 Date: \_\_\_\_\_  
 Type of ID: \_\_\_\_\_  
 Copy of Photo ID: Yes / No

\_\_\_\_\_  
 Applicant #2 Signature  
 Date: \_\_\_\_\_  
 Type of ID: \_\_\_\_\_  
 Copy of Photo ID: Yes / No

\_\_\_\_\_  
 Applicant #3 Signature  
 Date: \_\_\_\_\_  
 Type of ID: \_\_\_\_\_  
 Copy of Photo ID: Yes / No

SIGNATURE OF GUARANTOR: \_\_\_\_\_  
 Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

SIGNATURE OF GUARANTOR: \_\_\_\_\_  
 Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

SIGNATURE OF GUARANTOR: \_\_\_\_\_  
 Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

The undersigned acknowledges the receipt of the following fees and deposits:

Applicant #1	Applicant #2	Applicant #3
Application fee:\$ _____	Application fee:\$ _____	Application fee:\$ _____
Check No. <input type="text"/> or Cash <input type="text"/>	Check No. <input type="text"/> or Cash <input type="text"/>	Check No. <input type="text"/> or Cash <input type="text"/>
Third Party Costs:\$ _____	Third Party Costs:\$ _____	Third Party Costs:\$ _____
Check No. _____ or Cash <input type="text"/>	Check No. _____ or Cash <input type="text"/>	Check No. _____ or Cash <input type="text"/>

An Application Deposit in the amount of \$ \_\_\_\_\_, paid by check number \_\_\_\_\_, or cash  which shall be deposited in the Landlord or Authorized Agent's escrow account within five (5) days after the Commencement Date of the Lease Agreement.

SIGNATURE OF Recipient: \_\_\_\_\_  
Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Leasing Broker's Address: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Cell phone or pager number: \_\_\_\_\_  
Email: \_\_\_\_\_

OFFICE USE ONLY	
Application Received: Date _____	Time _____
Application Reviewed By _____	
Accepted <input type="checkbox"/>	Rejected <input type="checkbox"/> Withdrawn <input type="checkbox"/> Applicant notified; Date _____ Time _____
DISCLOSURES:      If applicable, Applicant has been provided with the following disclosures	
_____ Military Air Installation	
_____ Defective Drywall	

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REAL ESTATE INFORMATION NETWORK, INC.
RESIDENTIAL RENTAL CONSUMER DISCLOSURE INFORMATION FORM

The following disclosure information is provided to both prospective landlords and tenants / applicants. ANY OF THE FOLLOWING DISCLOSURES MAY IMPACT THE TENANT / APPLICANT'S USE AND/OR ENJOYMENT OF A PROPERTY. NEITHER THE LANDLORD, REAL ESTATE INFORMATION NETWORK, INC. ("REIN"), THE REIN MEMBER FIRM(S), NOR ANY OF THEIR EMPLOYEES OR AGENTS SHALL BE LIABLE FOR TENANT / APPLICANT'S FAILURE TO INVESTIGATE ANY OF THESE DISCLOSURES PRIOR TO ENTERING INTO A LEASE AGREEMENT.

CONSUMER RESPONSIBILITY: Each party to a rental transaction should carefully read all documents to be sure that the terms accurately express the understanding of the parties as to their intentions and the agreements they have reached. Real estate agents and property managers can counsel on real estate matters, but if legal or tax advice is desired, the parties should consult an attorney.

LIMITATIONS OF EXPERTISE: Real estate agents and property managers do not have the expertise to offer advice concerning various conditions such as, but not limited to, the following: mechanical systems or structure; soil and drainage conditions; flood hazard areas; possible restrictions on the use of property due to restrictive covenants, zoning, subdivision and environmental laws, easements or other documents; airport or aircraft noise; planned land uses, roads, or highways; and construction materials and/or hazardous materials such as flame retardant treated plywood (FRT), radon, urea formaldehyde insulation (UFFI), polybutylene pipes, asbestos, or lead-based paint. Information about these issues may be obtained from appropriate governmental agencies.

1. AIRCRAFT NOISE / ACCIDENT ZONES AND NOISE CONTOUR DISTRICT DISCLOSURE: All properties are affected by aircraft noise to some degree; however, some properties are located in specific noise zones, and/or accident potential zones, as such zones may be designated by the federal government or municipalities within which the property may be located. The livability and/or enjoyment of a property may be impacted if property is located adjacent to an airport or in or near an aircraft noise zone, noise contour district and/or accident potential zone. Aircraft noise zones, noise contour districts and/or accident potential zones are subject to change from time to time. New residential construction, and modifications to nonconforming residences, may be required to conform to standards promulgated by the municipality in which a tenant / applicant intends to locate because of elevated noise levels. A tenant / applicant should investigate to ascertain if the property in question is located within an aircraft noise zone, noise contour district or aircraft accident potential zone.

2. COMMUNITY ASSOCIATIONS:

- A. CONDOMINIUM / CO-OP DISCLOSURE: (i) Some properties may be recorded as a condominium unit, some of which have mandatory fees, and subject to the rules and regulations of the unit owners' association. (ii) Some properties may be subject to the provisions of a cooperative interest. Tenants / applicants are advised to investigate to ascertain if the property in question is a condominium unit or a co-op.
B. PROPERTY OWNERS' ASSOCIATIONS (POA): Some properties may belong to a community which has a Property Owners' Association or Homeowners' Association, some of which have mandatory fees, and subject to the rules and regulations of the Property Owners' Association or Homeowners' Association and all are subject to the Virginia Property Owners' Association Act.

3. ENVIRONMENTAL DISCLOSURES:

- A. INDOOR MOLD: United States Environmental Protection Agency advised that certain types of indoor mold may have the potential to cause adverse health effects or symptoms. While there are no current federal or state laws or regulations establishing residential standards for molds or requiring that inspections for mold be conducted, a tenant / applicant may want to take steps to evaluate the presence of mold in a resident dwelling prior to leasing.
B. LEAD WARNING STATEMENT: Every tenant / applicant of any residential dwelling which was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The landlord is required to provide the tenant / applicant with any information on lead-based paint hazards from risk assessments or inspections in the landlord's possession and notify the tenant / applicant of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to occupancy.
C. WOOD PRESERVATIVES: The United States Environmental Protection Agency advises that certain wood preservatives used on decks and/or other exterior wood structures may have the potential to cause adverse health effects or symptoms. A tenant / applicant may want to take steps to evaluate the presence of materials which might contain wood preservatives prior to occupancy.

Initials: \_\_\_\_\_ / \_\_\_\_\_

Initials: \_\_\_\_\_ / \_\_\_\_\_

D. **DEFECTIVE DRYWALL:** Homes built or renovated between the years of 2004 and 2008 may have been constructed partially or wholly, using defective drywall imported from China or other sources. Such defective drywall may release a sulfur-like smell or may cause corrosion of electrical coils and wiring. Purchasers are advised to take such steps as they deem appropriate to determine the absence or presence of such defective drywall. The Virginia Department of Health recommends contacting the home's builder if you suspect Chinese drywall in your home. Individuals may also call the Consumer Product Safety Commission's toll-free consumer hotline at 1-800-638-2772 or the Virginia Department of Health at (804) 864-8182 for more information.

- 4. **MEGAN'S LAW DISCLOSURE:** Tenant / applicant(s) should exercise whatever due diligence they deem necessary with respect to information on any sexual offenders registered under Chapter 23 (§19.2-387 et seq.) of Title 19.2 whether the landlord proceeds under subdivision 1 or 2 of subsection A of §55-519. Such information may be obtained by contacting your local police department or the Department of State Police, Central Criminal Records Exchange, at 804-674-2000 or <http://sex-offender.vsp.virginia.gov/sor/>
- 5. **OCCUPANCY PERMIT AND HISTORICAL DISTRICT PROGRAMS:** Several municipalities have implemented occupancy permit and historical district programs which may require compliance with the program upon sale and/or rental of property. An occupancy permit program may require the owner of real property subject to such programs to make certain repairs upon sale and/or rental of property. Each municipality will be able to advise you as to whether the property you are interested in is subject to an occupancy permit and/or historical district program and the conditions and requirements of the program.
- 6. **CASUALTY INSURANCE AND RENTER'S INSURANCE:** A landlord may require as a condition of tenancy that a tenant / applicant pay for the cost or premiums for property and casualty insurance, obtained by the landlord, to provide liability coverage for the tenant / applicant and property coverage for the tenant / applicant's personal property in the dwelling unit, which is generally known as "renter's insurance." If the landlord will not be providing this coverage for the tenant / applicant, it is strongly recommended that the tenant / applicant obtain a separate renter's insurance policy. The landlord's insurance on the dwelling will not cover tenant / applicant's personal property. A tenant / applicant may also investigate the availability of Flood Insurance coverage.
- 7. **SCHOOL REDISTRICTING:** All properties may be subject to school redistricting. A tenant / applicant should contact the local school board to ascertain which school districts are assigned to a property in question.
- 8. **SMOKE DETECTION:** Tenant / applicant should be aware that many municipalities require, and prudent and safe practice dictates, that operative smoke detection is available in the property. Tenant / applicant should investigate to ensure that smoke detection is available in the property, if required by law, and is operative prior to occupancy.

THERE MAY BE OTHER RELEVANT INFORMATION CONCERNING THE TRANSACTION WHICH MAY BE OBTAINED FROM OTHER SOURCES OR APPROPRIATE GOVERNMENTAL CONSUMER AGENCIES. IF YOU HAVE QUESTIONS AFTER READING THE RESIDENTIAL RENTAL CONSUMER DISCLOSURE INFORMATION, YOU MAY SEEK FURTHER INFORMATION FROM THE APPROPRIATE CONSUMER AGENCIES OR CONSULT LEGAL COUNSEL OR OBTAIN OTHER PROFESSIONAL ADVICE OR INSPECTIONS OF THE PROPERTY.

PROPERTIES AVAILABLE THROUGH REAL ESTATE INFORMATION NETWORK, INC. ARE OFFERED WITHOUT RESPECT TO RACE, COLOR, RELIGION, SEX, HANDICAP, FAMILIAL STATUS, ELDERLINESS, OR NATIONAL ORIGIN.

_____	_____	_____
(Firm)	(Landlord or Applicant / Tenant Name)	(Print)
By: _____	_____	_____
(Signature of Licensee)	(Date)	(Landlord or Applicant / Tenant Signature) (Date)
	_____	_____
	(Landlord or Applicant / Tenant Name)	(Print)
	_____	_____
	(Landlord or Applicant / Tenant Signature)	(Date)