

# SMS PROPERTY MANAGEMENT

915 N. Main St, Suite C, Bluffton IN 46714

(260) 820-1322 office

smspropmgt2@yahoo.com

**ANYONE OVER THE AGE OF 18 MUST FILL OUT AN APPLICATION**

**APPLICATION FEE IS \$35 PER HOUSEHOLD (NOT PER PERSON)**

**PLEASE HAVE A PICTURE ID, 3-4 PAYSTUBS AND \$35 CASH OR MONEY ORDER**

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

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

Your email address: \_\_\_\_\_ Your phone # \_\_\_\_\_

Current landlord \_\_\_\_\_ Landlord's Phone # \_\_\_\_\_

Monthly rent \_\_\_\_\_ Time at current rent address \_\_\_\_\_

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

Have you ever had an eviction filed against you? \_\_\_\_\_ If so, why? \_\_\_\_\_

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

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

## EMPLOYMENT

Name	Phone Number of Employer	Salary	Dates Employed
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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 pet(s)?** \_\_\_\_\_ **How many dogs/cats?** \_\_\_\_\_ **What breed(s)** \_\_\_\_\_  
 Hgt(s) \_\_\_\_\_ Wgt(s) \_\_\_\_\_

For any approved pet we require a **non-refundable** pet fee 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 fees must be paid **PRIOR** to animal moving in.

**Five 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**
- 5. Lack of verifiable landlord history**

**READ BEFORE SIGNING:**

**There is a \$35 non-refundable application fee per family. The application and fee are good for 30 days.**

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