

**COMMERCIAL SERVICES INC.**  
**145 S. DURBIN, SUITE 106 (307) 234-7179 FAX (307) 234-9859**  
**RESIDENT APPLICATION**

PLEASE PRINT

DATE \_\_\_\_\_ PROPERTY ADDRESS \_\_\_\_\_

NAME \_\_\_\_\_ HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

SOCIAL SECURITY \_\_\_\_\_ PARENT'S PHONE \_\_\_\_\_

CO-APPLICANT

NAME \_\_\_\_\_ HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

SOCIAL SECURITY \_\_\_\_\_ PARENT'S PHONE \_\_\_\_\_

NAME OF ALL OTHER OCCUPANTS \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_

WILL YOU HAVE ANY PETS: \_\_\_\_\_ IF SO, DESCRIBE \_\_\_\_\_

LIST YOUR PRIOR RESIDENCE'S (TWO YEARS, MOST CURRENT FIRST, use additional sheet if needed.)

ADDRESS \_\_\_\_\_ OWNER/LANDLORD \_\_\_\_\_ PHONE # \_\_\_\_\_ LENGTH OCCUPIED \_\_\_\_\_ MONTHLY PMT. \_\_\_\_\_

1. \_\_\_\_\_

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

REASON FOR LEAVING 1. \_\_\_\_\_ 2. \_\_\_\_\_

INCOME INFORMATION \_\_\_\_\_ EMPLOYED \_\_\_\_\_ STUDENT \_\_\_\_\_ RETIRED \_\_\_\_\_ UNEMPLOYED \_\_\_\_\_  
OTHER \_\_\_\_\_

EMPLOYER \_\_\_\_\_ ADDRESS \_\_\_\_\_

SUPERVISOR \_\_\_\_\_ PHONE # \_\_\_\_\_ INCOME \_\_\_\_\_ DATE EMPLOYED \_\_\_\_\_

IF EMPLOYED LESS THAN 6 MONTHS, PREVIOUS EMPLOYER \_\_\_\_\_

CO-APPLICANTS

EMPLOYER \_\_\_\_\_ ADDRESS \_\_\_\_\_

SUPERVISOR \_\_\_\_\_ PHONE # \_\_\_\_\_ INCOME \_\_\_\_\_ DATE EMPLOYED \_\_\_\_\_

IF EMPLOYED LESS THAN 6 MONTHS, PREVIOUS EMPLOYER \_\_\_\_\_

CREDIT REFERENCES \_\_\_\_\_ TYPE/RELATIONSHIP \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

VEHICLE MAKE/MODEL/COLOR \_\_\_\_\_ YEAR \_\_\_\_\_ LICENSE MONTHLY PMT. \_\_\_\_\_

IN CASE OF EMERGENCY LIST 2 NON-RESIDENTS

NAME \_\_\_\_\_ HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

HAVE YOU EVER: FILED FOR BANKRUPTCY? \_\_\_\_\_ YES \_\_\_\_\_ NO  
BEEN EVICTED FROM TENANCY? \_\_\_\_\_ YES \_\_\_\_\_ NO  
INTENTIONALLY REFUSED TO PAY RENT WHEN DUE? \_\_\_\_\_ YES \_\_\_\_\_ NO  
CONVICTED OF A FELONY? \_\_\_\_\_ YES \_\_\_\_\_ NO

Initial \_\_\_\_\_

In order for your application to be considered you must meet the following requirements:

1. Sufficient Income
2. Verifiable Good Credit
3. Good Previous Rental History

We will try to process your application within 24 hours. Application will not be pre-screened. ***Incomplete or falsified applications will be rejected.*** All applications submitted become the property of Commercial Services, Inc. We cannot guaranty any unit you have seen to be available by the time your application is processed. We cannot be held responsible for any unit that is rented after you have seen it and hand in an application. All rentals are on a first approved basis.

If your application is approved, and your move-in date is not immediate, a holding deposit will be taken. A holding deposit must be in the form of a cashier's check, check or money order. Should you decide not to rent the unit, this holding deposit is non-refundable. The holding deposit will be applied toward your security deposit, which is fully refundable at time of move out, depending upon the condition of the unit, rent due and/or other financial obligations incurred at the time of your move out.

You will be required to pay the first month's rent and security deposit in advance. After signing a lease agreement with us, you are liable to report to us within 48 hours a change of phone number(s) or place of employment.

#### **DISCLOSURE AND AUTHORIZATION**

The undersigned declares that the information on this rental application is true and correct, and understands that false statements may result in rejection of this and any future applications for housing, which we manage. If upon leasing of the property we find any portion of this information false, an immediate termination and eviction will occur. The undersigned does further understand that all persons or firms named may freely give any requested information concerning me and I hereby waive all right to action for any consequences resulting from such information. My signature below authorizes investigation of all statements contained herein by the Management Company, including but not limited to a credit history, personal history, employment history. I authorize Commercial Services inc. to reproduce this form as many times as necessary in order to obtain said information. I further understand and agree that Commercial Services Inc. will rely upon this Rental Application as inducement for entering into a rental agreement or lease and I warrant that the facts contained in this Application are true. If any facts prove to be untrue, Commercial Services Inc. may terminate my tenancy immediately and collect from me any damages incurred including reasonable attorney's fees, administration fees and collection fees resulting therefrom.

You are also herein notified that a negative credit report reflecting your credit may be submitted in the future to a credit reporting agency if you fail to fulfill the terms of your rental obligations or if you default in those obligations in any way.

Commercial Services Inc. welcomes all applicants and supports fair housing. We will not refuse to lease or rent any housing accommodations or property nor in any other way discriminate against a person because of sex, race, religion, familial status, physical or mental handicap, color or national origin.

Notice of contractual relationship between the Property Owner and Commercial Services Inc.: Commercial Services Inc. is an exclusive agent of the Property Owner and represents the Property Owner's interest in any and all rental transactions.

Application Signature \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Application Signature \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Received by: \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_