

MANAGER CHECK LIST - Visual proof of Drivers License or State I.D. YES NO ADDRESS
 IN THE EVENT OF CO-TENANTS OTHER THAN SPOUSE, USE SEPARATE FORMS FOR EACH APPLICANT.

APPLICANT'S Last Name		First		Middle		Birthdate		Social Security #	
SPOUSE'S Last Name		First		Middle		Birthdate		Social Security #	
Apartment to be occupied by:		Do you have Pets?		Type of pet:		Breed:		Weight of pet:	
Persons		YES NO		(Keeping of pets requires a deposit and owner's consent)					

PART 1 RESIDENCE HISTORY

Applicants Present Address City State Zip Phone Dates From To OWN RENT State

Name of Present Mortgage Co. Management Co. Apartment Complex Landlord City State

Contact/Agent/Owners Name Phone Number Monthly Payment \$

PART 2 PREVIOUS RESIDENCE HISTORY

APPLICANT'S Previous Address City State Zip Phone Dates From To Monthly Payment

Previous Mortgage Co. Mngmt Co. Apt. Complex Landlord City State Zip

Previous Contact/Agent/Owner Name Phone Number Own Rent

SPOUSE'S Previous Address City State Zip Phone Dates From To Monthly Payment

Previous Mortgage Co. Mngmt Co. Apt. Complex Landlord City State Zip

Previous Contact/Agent/Owner Name Phone Number Own Rent

PART 3 EMPLOYMENT HISTORY

APPLICANT Employed By	Monthly Salary	Supervisor's Name	Dates From To
Address City	State Zip	Phone	Occupation/Department
APPLICANT Previous Employment	Monthly Salary	Supervisor's Name	Dates From To
Address City	State Zip	Phone	Occupation/Department
SPOUSE Employment by	Monthly Salary	Supervisor's Name	Dates From To
Address City	State Zip	Phone	Occupation/Department

ADDITIONAL INCOME such as child support, alimony or separate maintenance need not be disclosed unless such additional income is to be included for qualification hereunder. Amount \$ per Source

PART 4 CREDIT & LOAN REFERENCES

Auto #1 (Make & Model) License Plate State Car Payment made to Address Monthly Payment

Other Vehicles (Boats, Vans, Motorcycles, R.V., etc.) Make, Model, & License Plate

Loans, Charge Accounts & Credit Cards owed to	Account #	Address	Total Debit	Monthly Payment
Bank or Savings & Loan	Account #	Address	Checking Acct. #	
Bank or Savings & Loan	Account #	Address	Savings Acct. #	

PART 5 IMPORTANT INFORMATION

Name of APPLICANT'S nearest relative Relationship Address City State Zip Phone

Name of SPOUSE'S nearest relative Relationship Address City State Zip Phone

Emergency Contact Relationship Address City State Zip Phone

Personal Reference Relationship Address City State Zip Phone

HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENSE? YES NO
 HAVE YOU EVER BEEN CONVICTED OF ANY CRIME INVOLVING THE POSSESSION, USE, SALE OR MANUFACTURE OF ILLEGAL DRUGS? YES NO

In compliance with the fair credit reporting laws, you are advised that a screening will be conducted regarding the information listed on this application. By signing this application, you authorize Riverside Management Co. Inc. & Metro Management, Inc. whose address is 8919 W. Arcene Street, Boise, ID 83709, to obtain credit reports, rental and employment verification, bank information and character information as necessary. Riverside Management Co. Inc. & Metro Management, Inc. is authorized to release any information obtained during the screening process to landlord and landlord's agency. I/We certify that to the best of my/our knowledge all statements are true and complete. False, fraudulent or misleading information may be grounds for denial of tenancy or subsequent eviction. A NON-REFUNDABLE PROCESSING FEE OF \$45.00 per individual, or \$60.00 for a married couple applies. Applicant understands that he/she/we acquires no rights to the rental property until a holding deposit in the amount specified for property has been paid. If this applicant is not accepted, the holding deposit will be refunded within 21 days. If the application is accepted and applicant chooses not to occupy the unit being held, applicant forfeits the holding deposit and no portion of it shall be returned.

Applicant signed _____ Dated _____ Applicant signed _____ Dated _____