

# RENTAL APPLICATION FORM

Please Make Checks Payable To:  
Marine Gardens  
c/o 399 Monmouth Street  
East Windsor, NJ 08520

Each person over the age of 18 must submit a separate application.  
Lease term 1 year.

Today's Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Applicant's Name: \_\_\_\_\_ Social Security #: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Driver's License #: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Best Phone #: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_ Email: \_\_\_\_\_@\_\_\_\_\_.com

Present Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Landlord: \_\_\_\_\_ Phone #: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_  
(If less than 2 years at current address, please list previous address on back of application.)

How did you hear about us? \_\_\_\_\_

Reason for Moving: \_\_\_\_\_

Present Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Employer Address: \_\_\_\_\_ Phone #: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_

Supervisor's Name / Reference: \_\_\_\_\_ Salary: \$ \_\_\_\_\_ per week / month / year

Additional Income: \$ \_\_\_\_\_ per week / month / year Please Specify Source: \_\_\_\_\_

Bank Name: \_\_\_\_\_ Bank Account #: \_\_\_\_\_ Checking ☐ Savings ☐

Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone#: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_

Additional persons to occupy apartment under the age of 18:

Name	Relationship	Age	Date of Birth
1. _____	_____	_____	____ / ____ / ____
2. _____	_____	_____	____ / ____ / ____
3. _____	_____	_____	____ / ____ / ____

Do you have any pets? Yes ☐ No ☐ If so, what kind? \_\_\_\_\_ How many? \_\_\_\_\_

**The undersigned applicant hereby authorizes verification of any and all information set forth on this application, including release of information by employer, consumer reports, rental history, criminal reports, lenders or by any other means necessary to obtain information. All such information herein, and released as authorized above, will be kept confidential.**

**APPLICANT REPRESENTS THAT THE INFORMATION SET FORTH ON THIS APPLICATION IS TRUE AND COMPLETE.**

A **\$50.00** non-refundable application fee is required in order to process the application and must be paid with a money order or certified check made payable to Marine Gardens. Such sum is not a rental payment or deposit amount. In the event that the application is approved or disapproved, this sum will be retained by management to cover the cost of processing the application as furnished by applicant. This application must be signed before it can be processed.

A **\$250.00** holding fee is required to hold a specific apartment, and if the application is accepted, will go towards the 1<sup>st</sup> full month's rent. This fee must be paid with a money order or certified check made payable to Marine Gardens. If the application is denied, the fee will be refunded to applicant. If applicant cancels the application, they must submit their request in writing within 5 days from the approval date to receive a refund. If after 5 days applicant refuses to occupy the premises on the agreed upon date, he/she understands that the holding fee will be forfeited.

I AGREE TO ALL PROVISIONS. ALL INFORMATION PROVIDED IS COMPLETE AND CORRECT.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Move In Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Apt #: \_\_\_\_ Unit: \_\_\_\_ Bed \_\_\_\_ Bath

Pro-rate Rent: \_\_\_\_ days @ \$ \_\_\_\_\_

Monthly Rent: \$ \_\_\_\_\_ / month Pet Rent: \$ \_\_\_\_\_ N/A ☐

Security Deposit: \$ \_\_\_\_\_ Yardi Applicant Code: \_\_\_\_\_

Application Fee Paid ☐ \$250 Holding Fee Collected ☐ N/A ☐

Income Verified ☐ Landlord Verified ☐ Approved ☐ Denied ☐

Approved By: \_\_\_\_\_ Approval Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**FOR OFFICE USE ONLY**