

**KENBROOK APPLICATION TO RENT- FEE \$30.00**

**Kenbrook Village Co.**  
3540 Kenbrook Commons  
Columbus, Ohio 43220

**Website: www.kenbrookua.com**  
**Email: kenbrookvillage@att.net**

**PHONE: 614-451-2786**  
**KRG FAX: 614-288-6980**

One application per person unless married with joint credit history

Is applicant or spouse currently in bankruptcy: **YES ( ) NO ( )**

Has applicant or spouse been evicted in the last 4 years: **YES ( ) NO ( )**

Do you have any pets? **YES ( ) NO ( )**

**ADDRESS APPLYING FOR:** \_\_\_\_\_ **RENTAL AMOUNT \$** \_\_\_\_\_

**APARTMENT TYPE** \_\_\_\_\_ **ZIP CODE** \_\_\_\_\_ **DESIRED MOVE-IN DATE** \_\_\_\_\_

**APPLICANT'S NAME** \_\_\_\_\_

HOME PHONE: ( ) \_\_\_\_\_ **LAST** \_\_\_\_\_ **FIRST** \_\_\_\_\_ **MIDDLE INITIAL** \_\_\_\_\_  
**SOCIAL SECURITY NO.:** \_\_\_\_\_

**DATE OF BIRTH:** \_\_\_\_\_ **MARRIED ( ) SINGLE ( ) DIVORCED ( ) SEPARATED ( )**

**SPOUSE'S NAME:** \_\_\_\_\_

**LAST** \_\_\_\_\_ **FIRST** \_\_\_\_\_ **MAIDEN** \_\_\_\_\_  
**Email:** \_\_\_\_\_

**SOCIAL SECURITY NO.:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_

List occupants (other than yourself) that will live at this address:

NAME \_\_\_\_\_ AGE \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

NAME \_\_\_\_\_ AGE \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

**PRESENT ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**APARTMENT NAME OR LANDLORD:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE:** ( ) \_\_\_\_\_ **LIVED THERE FROM:** \_\_\_\_\_ **TO** \_\_\_\_\_ **RENT AMT:\$** \_\_\_\_\_

**PREVIOUS ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**APARTMENT NAME OR LANDLORD:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE:** ( ) \_\_\_\_\_ **LIVED THERE FROM:** \_\_\_\_\_ **TO** \_\_\_\_\_ **RENT AMT:\$** \_\_\_\_\_

**EMPLOYMENT HISTORY**

**EMPLOYER :** \_\_\_\_\_ **PHONE NO.** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **POSITION:** \_\_\_\_\_

**EMPLOYED FROM:** \_\_\_\_\_ **TO** \_\_\_\_\_ **SALARY:** \_\_\_\_\_

**SUPERVISOR'S NAME:** \_\_\_\_\_

**SPOUSE'S EMPLOYMENT HISTORY**

**EMPLOYER :** \_\_\_\_\_ **PHONE NO.** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **POSITION:** \_\_\_\_\_

**EMPLOYED FROM:** \_\_\_\_\_ **TO** \_\_\_\_\_ **SALARY:** \_\_\_\_\_

**SUPERVISOR'S NAME:** \_\_\_\_\_

**\*\*Person we should notify in case of emergency:\*\***

**NAME:** \_\_\_\_\_ **PHONE NO. :** \_\_\_\_\_

**RENTAL CRITERIA**

- 1. We do not allow dogs but currently allow a cat for extra fees. Do you own a cat? \_\_\_\_\_yes \_\_\_\_\_no
- 2. Below are some of the guidelines in our policy manual for renting apartments:
  - A. Currently in Bankruptcy – must have guarantor or pay last month in advance.
  - B. Eviction within the last 4 years is automatic disqualification. We will not allow a co-signor for this.
  - C. You must **gross** 3.5 times the monthly rent and be employed in Central Ohio
  - D. You must have more good than bad CREDIT and RENTAL history
  - E. All residents over 18 must complete an application
  - F. Criminal history at management discretion- examples but not all inclusive would be conviction or more than 1 arrest in the past 3 years for burglary, violent crimes, damaging property, fraud or drug sales are automatic disqualifications. We will not allow a co-signor for this.
  - G. Registered sex offender-automatic disqualification & we will not allow a co-signor for this.
  - H. Foreclosure within last 4 yrs. Must have guarantor or pay last month in advance.
- 3. A copy of your driver’s license is needed. We prefer to receive that upon receipt of your application. If this is not possible, we must receive it at the lease signing.
- 4. Completed applications are processed in the order received. To be complete, the application must be filled out in full and signed with an application fee. Faxed applications are not complete until the fee is received. If more than one person will be living in the apartment, we will allow up to 24 hours for the additional person(s) to bring the application and fee.

**CONSENT AGREEMENT**

I/we do hereby consent to and authorize any representative of Kohr Royer Griffith, inc. Realtors and/or their agents to obtain, verify and exchange information on any reports concerning me as are maintained by, but not limited to: city, county, state, federal law enforcement agencies, credit reporting agencies, present and/or past employers, present and/or past residences. I understand that any information obtained may be considered by Kohr Royer Griffith, inc. Realtors and/or their agents in their sole discretion, as a factor in decisions they make, with respect to the apartment/house for which i am applying.

Furthermore, i hereby release and hold harmless: agents, owners and affiliates of , but not limited to their officers, directors, employees, agents, law enforcement agencies, credit reporting agencies, present and/or past employers, present and/or past residences, its’ officers and employees that shall provide information to Kohr Royer Griffith, inc. Realtors and/or their agents upon request, from and against any and all claims, demands suits or expenses arising from or related to the content, validity or handling of said reports.

*I/we hereby certify that the information contained in this application for lease is accurate, full and complete. Any discrepancy or lack of information will result in immediate rejection of this application. I/we understand that this is an application for an apartment and does not constitute a lease agreement in whole or part. I/we hereby acknowledge a **non-refundable application fee of \$30.00** to be used in the processing of this application.*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Office use only – date received \_\_\_\_\_ time received \_\_\_\_\_ initials \_\_\_\_\_