

## **BOULDER PROPERTY MANAGEMENT**

1100 28<sup>th</sup> Street, Suite #100

Boulder Colorado, 80303

(303) 473-9559

(303) 473-9614-FAX

### **RENTAL APPLICATION**

Every person who will be residing in a property managed by Boulder Property Management, must fill out their own application.

The applicant must remember to include a social security number in order to have their application processed. At the time the application is received by Boulder Property Management, a \$30.00 non-refundable application report fee is to be paid by the applicant. If for any reason the applicant is accepted or turned down by Boulder Property Management, the application fee of \$30.00 will not be refunded.

Should the applicant be turned down by Boulder Property Management, the security deposit will be returned to the applicant in full. In the event the applicant is accepted, but has not yet signed a lease, and the applicant decides not to rent with BPM, then all sums paid hereunder may be applied against all damages or losses incurred by agent in holding said premises exclusively for applicant including, but not limited to, loss of rent until the premises is re-rented, advertising and administrative costs. A minimum of 50% of the entire security deposit will be forfeited. Whether we receive one check or individual checks for the deposit, all perspective applicants will be considered severally liable.

The applicant must sign the “disclaimer release” portion of the application in order for the application to be processed.

If the applicant is a student who is supported by other means than a job, they still should indicate approximately how much they receive financially each month. If applicant has never rented before they should indicate they lived at home in the “previous landlord” section of application.

Boulder Property Management

**(Tenants- If This Is Being Faxed to You, Please Don't Fax Back To Us For We Fax the Form to a Company to Process. Please Hand Deliver or Mail To Property Management. )**

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**RENTAL APPLICATION**

(For Confidential Use By Management Only)

**PLEASE PRINT: (Please Use Black Or Blue Ball Point Pen For Application)**

Building Address of Where

Tenant is Applying For: \_\_\_\_\_ Unit # \_\_\_\_\_

Name: \_\_\_\_\_

Current Address: \_\_\_\_\_ Phone: (Cell) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: (Home) \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_ Phone: (Work) \_\_\_\_\_

**Social Security #: \_\_\_\_\_ (Must Provide In Order to Process Application)**

**Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ (Must Provide In Order to Process Application)**

\*\* E-Mail Address: \_\_\_\_\_

Name of Parents: \_\_\_\_\_

Parent's Address: \_\_\_\_\_

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

Parent's Phone Number(s): (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Cell): \_\_\_\_\_

Name of closest relative (Notify in Emergency): \_\_\_\_\_

Address: \_\_\_\_\_ Phone: Work-( ) \_\_\_\_\_ Phone: Home-( ) \_\_\_\_\_

**Rental History: (If There Is No Rental History A Responsibility Agreement Is Required)**

Do you Presently: Rent \_\_\_ Own \_\_\_ For How Long ? \_\_\_\_\_ Monthly Payment \$: \_\_\_\_\_

Current Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

Your Address \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Dates of Residence: From \_\_\_\_\_ To \_\_\_\_\_

Previous Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

Your Previous Address \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Dates of Residence: From \_\_\_\_\_ To \_\_\_\_\_

**General Information:**

Are You A Student? Yes \_\_\_\_\_ No \_\_\_\_\_ If Student, Circle Full or Part Time: Full Part

Primary Source of Income: \_\_\_\_\_ Phone Number to Verify: \_\_\_\_\_

Have You Ever Been Evicted or Asked to Vacate? Yes \_\_\_\_\_ No \_\_\_\_\_ If Yes, Where and When: \_\_\_\_\_

Have You Ever Been Convicted of a Crime? Yes \_\_\_\_\_ No \_\_\_\_\_ If Yes, Please Explain: \_\_\_\_\_

**Occupational Information:**

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Employer's Address: \_\_\_\_\_ Phone: \_\_\_\_\_ How Long? \_\_\_\_\_ Yearly Salary: \$ \_\_\_\_\_

**Automobiles:**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Lic.Tag # \_\_\_\_\_ State: \_\_\_\_\_

NOTE: APPLICANTS WILL BE ACCEPTED ON "FIRST COME, FIRST SERVED BASIS". THIS PROPERTY IS MANAGED BY A LICENSED REAL ESTATE BROKER REPRESENTING HIS INTEREST AND/OR THOSE OF THE LANDLORD OF THE REAL PROPERTY. THE LANDLORDS HAVE HIRED BOULDER PROPERTY MANAGEMENT CORP. TO MANAGE THE ABOVE REFERENCED PROPERTY, AND WILL PAY ALL LEASING & MANAGEMENT FEES DUE. BOULDER PROPERTY MANAGEMENT CORP. WILL ASSIST ALL PERSONS WITHOUT REGARD TO RACE, COLOR, CREED, SEX, RELIGION, NATIONAL ORIGIN, FAMILIAL STATUS, MARITAL STATUS, HANDICAP, OR ANCESTRY.

**AGENCY / SUBAGENCY DISCLOSURE**

OWNER'S AGENT: On properties we have listed, we are an agent for the owner and not your agent, unless we enter into a written agreement to act as your agent. We owe duties to the owner which include utmost good faith, loyalty and fidelity. We will negotiate on behalf of and act as an advocate for the owner. Please do not tell us any information which you do not want shared with the owner. You are not vicariously liable (legally responsible) for our actions. Although we do not represent you, we will disclose to you all adverse material facts about the property actually known by us. We will assist you without regard to race, creed, sex, religion, national origin, familial status, marital status, or handicap.

**DISCLAIMER RELEASE**

I authorize and agree to allow Boulder Property Management to process this application and understand that an investigative consumer report may be requested that will include private information. I understand that Boulder Property Management may be requesting past and present employment information including salary. I also understand that a motor vehicle operation history and criminal history may be requested from various state and private sources along with other public records available. I hereby authorize, without reservation any law enforcement agency, administrator, state agency, institution, information bureau and employer contacted by Background Information Services, Inc. to furnish the above mentioned information. I further acknowledge that telephonic facsimile (fax) or photographic copy shall be valid as the original.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Receipt of an application does not constitute a "hold" on property.  
Please contact BPM to secure a lease on a property.**