

Rental Application

Property owned by the Roman Catholic Bishop of Portland, corporation sole

Applicant's full name _____ Phone _____ DOB _____

Current Address _____ City _____ State _____ Zip _____

Current Landlord's Name _____ Landlord Phone _____

How long at this address _____ Reason for leaving _____

Previous Address _____ City _____ State _____ Zip _____

Previous Landlord's Name _____ Landlord Phone _____

How long at this address _____ Reason for leaving _____

Present Employer _____ Position _____ Mo. Income _____

Phone # _____ How long at job _____ Other income/ source _____

Employer's Address _____ City _____ State _____ Zip _____

Co-applicant _____ DOB _____

Present Employer _____ Position _____ Mo. Income _____

Phone # _____ How long at job _____ Other income/ source _____

Employer's Address _____ City _____ State _____ Zip _____

Have either of you ever been party to an eviction? _____

Total number of adults _____ Total number of children _____

Personal References

Name _____ Yrs. Known _____ Relationship _____ Phone _____

Name _____ Yrs. Known _____ Relationship _____ Phone _____

Have you ever been party to an eviction? () Yes () No

Number of vehicles _____ parking spaces required _____

_____ I hereby authorize the recipient of this Application, or its agent or its designated vendor, to conduct a personal professional, background, reference and credit check. I hereby authorize such personnel to contact any references, past and current employers, and any individual or organization which might be relevant. Such individuals and organizations are authorized to release such information as may be requested. I hereby release all such persons from liability or damages incurred as a result of furnishing such information. I understand that an unsatisfactory reference may be grounds for my not obtaining this lease.

_____ I understand that a background check will be conducted in conjunction with this lease agreement and that I am subject to investigation at any time during the life of this lease agreement. I hereby authorize Diocesan personnel, or their agent or designated vendor to, in their sole discretion, undertake such an investigation at any time during the course of the life of this lease agreement. These checks will include but are not limited to a comprehensive criminal history records check, a Department of Human Services check, a sex offender registry check and a credit check.

After reading all of the terms of this Application, I hereby affirm that I understand and agree to the provisions of the same. I affirm that the information in this Application is true and complete, and any deception herein may be considered sufficient cause for termination of the lease agreement.

My signature below indicates that I have read and understand all of the above. **Do not sign until you have read, understood, and initialed your agreement to each of the above statements.**

Applicant Signature: _____ **Date:** ____/____/____

Co-Applicant Signature: _____ **Date:** ____/____/____

Rental Information to be completed by Diocesan entity

Name of Location _____

Address of Location _____ City _____ Zip _____

Contact Person _____, Phone # _____

Description of Premises to be leased:

Name of Tenant _____

Proposed Term of Lease _____ Start Date _____ End Date _____

Rental Fee _____ Security Deposit _____

Responsibilities

Tenant

Landlord

Electricity

Water

Sewer

Heat

Telephone

Cable

Trash Removal

Snow Removal

Lawn / Yard care	_____	_____
Janitorial Services	_____	_____
Tenant Insurance	_____	_____
_____ Others	_____	_____

Prior to acceptance, tenant must provide Tenant Insurance with a minimum limit of \$300,000 general liability naming the Roman Catholic Bishop of Portland, a corporation sole, as additional insured.