



NVRMS RENTAL APPLICATION

Dear Prospective Tenant,

By signing below, you acknowledge that you have toured the interior and exterior of the property.

The premises are accepted “As-Is” unless otherwise noted in writing below or on the rental application.

To apply for the property, you must provide the following:

- Fully completed rental application, including signatures and initials where indicated.
- This form, signed below
- Application fee: \$50 per adult (anyone 18 years old or older must apply)
- Earnest Money Deposit equal to one month’s rent, payable to NVRM, Inc.
- Cashier’s Check, Money Order, Personal Check, and Zelle are acceptable forms of payment
- Copy of government issued ID for all adults (Driver’s License or State ID Card preferred)
- Proof of Income, one of the following:
 - o Latest Pay Statements/Stubs
 - o Last year's Form W-2 for hourly for weekly pay persons + Latest Pay Stub
 - o Last year’s Form 1040 and Schedule C (if applicable) of self-employed or persons with tip income
 - o Copy of LES
 - o Offer letter for a new job
- Deliver documents and funds for application fee and earnest money deposit to NVRMS Office at 6184 Grovedale Ct., Suite 200, Alexandria VA 22310

Application processing:

- We will notify your Showing Agent if your application is accepted or denied. (If denied, the Earnest Money Deposit will be returned to you.)
- The Lease will be sent for electronic signatures within 24 hours of approval.
- You will have 24 hours after lease goes out to sign and fully execute the Lease.
- **The property will not be taken off the market until the lease is signed.**

Insurance: Proof of Tenant Liability Insurance is required prior to Occupancy.

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Applicant 1 Signature	Date	Applicant 2 Signature	Date

RENTAL APPLICATION

This Rental Application ("Application") is an offer to rent. The Lease is a legally binding contract.

It is unlawful to discriminate on the basis of race, color, religion, national origin, sex, elderliness, familial status, or handicap. It is also unlawful to discriminate against all classes protected by the laws of any applicable local jurisdictions and the REALTOR® Code of Ethics. This application will be processed in accordance with occupancy laws.

BROKERAGE DISCLOSURE

Applicants acknowledge by their initials that in this real estate leasing transaction Listing Broker, **Northern Virginia Residential Management & Sales**, represents Landlord and that Leasing Broker, _____, represents ☐ Landlord OR ☐ Tenant. (If Broker is acting as a dual or designated representative, then the appropriate disclosure form is attached to and made a part of this Application).

Applicant(s) Initials _____ / _____

Leasing Agent must attach a business card.

Applicant(s) Identification Type & Expiration Date: _____.

OFFER TO RENT

_____ ("Applicant 1") and _____ ("Applicant 2") offer to lease the property known as **1666 Barnstead Dr, Reston, VA 20194** (the "Premises"), for _____ years/months beginning _____, for the monthly rent of \$ **3,100.00** payable in advance on the first day of each month.

CONDITIONS

A NON-REFUNDABLE PROCESSING FEE OF \$ 50.00 per Applicant is included with this Application. Processing may take up to five (5) business days to complete. **AN EARNEST MONEY DEPOSIT of \$ 3,100.00** (the "Deposit") is included and will be held by **NVRM, Inc.** If this Application is accepted and a lease is signed, the Deposit will be credited to amounts owed to Landlord. If this Application is not accepted, the Deposit will be returned to Applicant(s) less any additional documented processing charges. Funds held by an escrow agent will be deposited no later than five (5) business banking days after Application has been approved.

Occupancy is subject to possession being delivered by the present occupant. **The Premises are accepted "As-Is" unless otherwise noted below or by attachment.**

CONTACT INFORMATION:

APPLICANT 1

C: _____

H: _____

W: _____

Email: _____

APPLICANT 2

C: _____

H: _____

W: _____

Email: _____



OFFICE USE ONLY

Application Received Date _____ Time _____

Application Reviewed By _____

Approved ☐ Rejected ☐ Withdrawn ☐ Applicant or Agent notified Date _____ Time _____

APPLICANTS AGREE AND UNDERSTAND THAT:

1. This Application, each occupant and each pet are subject to acceptance and approval by Landlord.
2. Listing Broker is obligated to present all Applications to Landlord until a lease is signed.
3. Landlord and Listing Broker may rescind acceptance and resume marketing the Premises at any time until a lease is signed.
4. Proof of current income is required. For example:
 - a. Latest Pay Statements/Stubs
 - b. Last 2 years' Form W-2 for hourly or weekly pay persons
 - c. Last 2 years' Form 1040 and Schedule C (if applicable) of self-employed or persons with tip income
 - d. Copy of LES and orders for military
5. This Application consists of four (4) pages which must be completed in full. Incomplete or missing information will result in delay of a decision. Willful misrepresentation may be grounds for invalidating a lease.
6. A draft of the proposed lease may be reviewed through Listing Broker. If Landlord and Applicant(s) cannot agree on terms, the Deposit will be returned.
7. Applicant(s) must present valid photo identification or two (2) forms of ID before signing the lease.
8. Applicant(s) is responsible for obtaining property and liability insurance (Renter's Insurance) and assuming utility accounts where required before occupying the Premises.
9. Any move-in fees and utility deposits are the responsibility of Applicant(s).
10. Only those persons listed in Application are to live in the Premises.
11. The Premises are not to be used for business except with full knowledge and consent of Landlord and in conformity with all applicable laws and regulations.
12. Applicant(s) has no lease hold interest until a lease is signed.

I/we agree to the above conditions and authorize the firm processing this Application to verify any information contained herein and to perform any credit or investigative inquiries necessary to properly evaluate this Application, and any renewal. If any information is found to be false or misleading, the Application may be rejected.

Applicant 1 Signature _____ Date _____

Applicant 2 Signature _____ Date _____

APPLICANT 1

Full Name _____

Date of Birth _____ SSN/TIN _____

Current Street Address _____

City _____ State _____ Zip _____

From: _____ To: _____ \$ _____
 Dates of Occupancy _____ Rent ☐ Mortgage ☐

Landlord/Management/Mortgage Co. Name _____

Phone # _____ Email _____

Reason for Moving _____

APPLICANT 2

Full Name _____

Date of Birth _____ SSN/TIN _____

Current Street Address _____

City _____ State _____ Zip _____

From: _____ To: _____ \$ _____
 Dates of Occupancy _____ Rent ☐ Mortgage ☐

Landlord/Management/Mortgage Co. Name _____

Phone # _____ Email _____

Reason for Moving _____

APPLICANT 1

Previous Street Address

City State Zip

From: To: \$
Dates of Occupancy Rent ☐ Mortgage ☐

Landlord/Management/Mortgage Co. Name

Phone # Email

Reason for Moving

EMPLOYMENT

1. Current Company Name

From: To: Location Dates of Employment

\$ /year
Position/Rank Income

Supervisor Name Phone

2. Previous Company Name

From: To: Location Dates of Employment

\$ /year
Position/Rank Income

Supervisor Name Phone

ADDITIONAL INCOME

\$ /year
Source Amount

APPLICANT 2

Previous Street Address

City State Zip

From: To: \$
Dates of Occupancy Rent ☐ Mortgage ☐

Landlord/Management/Mortgage Co. Name

Phone # Email

Reason for Moving Reason for Moving

EMPLOYMENT

1. Current Company Name

From: To: Location Dates of Employment

\$ /year
Position/Rank Income

Supervisor Name Phone

2. Previous Company Name

From: To: Location Dates of Employment

\$ /year
Position/Rank Income

Supervisor Name Phone

ADDITIONAL INCOME

\$ /year
Source Amount

DEBTS (List major loans or credit card debt)

Type of Loan	Creditor	Balance	Monthly Payment
1.			
2.			

ASSETS (Submit supporting documentation if necessary for qualification)

Type of Asset	Value
1.	
2.	

ADDITIONAL INFORMATION

Do you plan to bring a waterbed or large aquarium into the Premises?

☐ Yes ☐ No

Do you intend to smoke or permit smoking in the Premises?

☐ Yes ☐ No

PLEASE ANSWER

	<u>Applicant 1</u>	<u>Applicant 2</u>	<u>Explanation*</u>
1. Have you ever filed for bankruptcy?	☐ Yes ☐ No	☐ Yes ☐ No	
2. Have you ever been evicted?	☐ Yes ☐ No	☐ Yes ☐ No	
3. Do you have any judgments?	☐ Yes ☐ No	☐ Yes ☐ No	
4. Have you had a foreclosure?	☐ Yes ☐ No	☐ Yes ☐ No	
5. Are you party to a lawsuit?	☐ Yes ☐ No	☐ Yes ☐ No	
6. Do you pay alimony or child support?	☐ Yes ☐ No	☐ Yes ☐ No	
7. Are you a co-signer for a loan or another lease?	☐ Yes ☐ No	☐ Yes ☐ No	
8. Have you ever had a rental application rejected?	☐ Yes ☐ No	☐ Yes ☐ No	
9. Will you require a visual smoke detector?	☐ Yes ☐ No	☐ Yes ☐ No	
10. Are you entitled to diplomatic immunity	☐ Yes ☐ No	☐ Yes ☐ No	
11. How would you rate your credit?			

*Attach separate sheet if necessary.

Do you have any animals? LIABILITY COVERAGE IS REQUIRED FOR DOGS.

TYPE	BREED	AGE	WEIGHT	M/F	NEUTURED/DECLAWED
					/
					/
					/

Do you have any vehicles?

VEHICLE: TYPE, MAKE, MODEL	STATE	VEHICLE: TYPE, MAKE, MODEL	STATE

OTHER OCCUPANTS OF THE PREMISES

(Occupants over 18 must submit separate applications)

LAST NAME	FIRST NAME AND M.I.	M/F	D.O.B.	RELATIONSHIP

DESIGNATED CONTACTS (Someone who knows how to reach you) OR NEXT-OF-KIN

1. _____

Name	Relationship	Email
Telephone	Address	City State Zip

2. _____

Name	Relationship	Email
Telephone	Address	City State Zip



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NVAR - K1008 - rev. 01/17

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Tenant: _____ / _____

rental application