

## Rental Application Guidelines

- All applicants must be accompanied by a non-refundable \$50.00 application fee per applicant and guarantor.
- No application will be processed until the application is completed in full.
- Income Requirement: Monthly gross income must be four (4) times the monthly rent amount plus average monthly utility usage. Income from all sources will be considered.
- Employment History: Minimum two (2) years satisfactory employment.
- Rental History: Satisfactory rental history is required.
- Consumer Reports: Satisfactory consumer history is required.
- Landlord and Tenant Court Action: Landlord may reject any applicant that experienced prior legal action for the enforcement of the terms and conditions of the lease, occupancy and/or rental agreement of previous residences.
- Maximum Occupancy:

Studio	Two	(2) Persons
1 Bedroom	Three	(3) Persons
2 Bedroom	Five	(5) Persons

Housing opportunities are available to all persons in the conformance with all applicable Federal and Local Fair Housing and Human Rights Laws.



1111 14<sup>th</sup> Street NW  
 Suite 200  
 Washington, DC 20005  
 Tele. 202-898-1880  
 Fax 202-898-1549

**RENTAL APPLICATION**

Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Apt. No. \_\_\_\_\_ Monthly Rent \$ \_\_\_\_\_  
 Move In Fee: \_\_\_\_\_  
 Move-in Date: \_\_\_\_\_

Rent includes the following: Heat [ ] Gas [ ] Hot Water [ ] Electricity [ ]

I \_\_\_\_\_ certify that the information given below is correct and submitted to Borger Management, Inc. for their verification and approval. I also understand that no pets are permitted without the consent of management and the use of privately owned air conditioning units or washing machines without written permission is prohibited. This application may be rejected by Borger Management, Inc. without reason or explanation. This application and the contents hereof are considered as part of my lease. I understand and agree that occupancy is subject to the removal of the present tenant if the premises are currently occupied.

**APPLICANT No. 1**

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**APPLICANT No. 2**

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**Other Occupants (under the age of 18)**

Name \_\_\_\_\_ DOB \_\_\_\_\_ Relationship \_\_\_\_\_  
 Name \_\_\_\_\_ DOB \_\_\_\_\_ Relationship \_\_\_\_\_  
 Name \_\_\_\_\_ DOB \_\_\_\_\_ Relationship \_\_\_\_\_

**APPLICANT No. 1**

Present Address \_\_\_\_\_ Telephone \_\_\_\_\_  
Address City, State, Zip  
 Present Landlord \_\_\_\_\_ Telephone \_\_\_\_\_  
 Present Monthly Rental \$ \_\_\_\_\_ Length of Occupancy \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_  
 Previous Address \_\_\_\_\_ Monthly Rental \$ \_\_\_\_\_  
Address City, State, Zip  
 Previous Landlord \_\_\_\_\_ Telephone \_\_\_\_\_  
 Occupancy: From \_\_\_\_\_ To \_\_\_\_\_  
 Employer \_\_\_\_\_ Address \_\_\_\_\_  
 Position \_\_\_\_\_ Length of Employment \_\_\_\_\_ Yearly Salary \$ \_\_\_\_\_  
 Supervisor \_\_\_\_\_ Telephone \_\_\_\_\_  
 Income from other sources: \$ \_\_\_\_\_ Annually

**APPLICANT No. 2**

Present Address \_\_\_\_\_ Telephone \_\_\_\_\_  
Address City, State, Zip  
 Present Landlord \_\_\_\_\_ Telephone \_\_\_\_\_  
 Present Monthly Rental \$ \_\_\_\_\_ Length of Occupancy \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_  
 Previous Address \_\_\_\_\_ Monthly Rental \$ \_\_\_\_\_  
Address City, State, Zip  
 Previous Landlord \_\_\_\_\_ Telephone \_\_\_\_\_  
 Occupancy: From \_\_\_\_\_ To \_\_\_\_\_  
 Employer \_\_\_\_\_ Address \_\_\_\_\_  
 Position \_\_\_\_\_ Length of Employment \_\_\_\_\_ Yearly Salary \$ \_\_\_\_\_  
 Supervisor \_\_\_\_\_ Telephone \_\_\_\_\_  
 Income from other sources: \$ \_\_\_\_\_ Annually

Name and Address of Emergency Contact \_\_\_\_\_  
 Relationship to You \_\_\_\_\_ Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

Have you ever been sued in Landlord and Tenant Court ( ) Yes ( ) No

**Applicant will deposit a non-refundable application fee of \$50.00 per applicant for the processing of this application.**

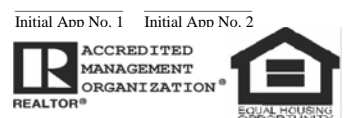
**I agree to rent the premises on the above terms and conditions and hereby post a non-refundable fee of \$ \_\_\_\_\_ and agree to sign the customary form of Lease promptly upon acceptance of this application. Upon notification of acceptance as a tenant/lessee, if applicant fails to take possession of the subject premises, the fee is forfeited as liquidated damages.**

I agree that if any information herein contained is false, the lease made on the strength of this application, may at the option of Borger Management, Inc., be terminated at any time. I hereby affirm that my answers on this application are true and correct and that I have not knowingly withheld any fact or circumstance, which would, if disclosed, affect my application, unfavorably. I authorize you to secure, from a consumer reporting agency, an investigative consumer report. This report may contain, but would not be limited to, a consumer credit report, a criminal history records investigation, verification of my residence, employment and income. I authorize Borger Management, Inc. and its' consumer reporting agency to verify any and all information contained in this application. I release all concerned from any liability in connection with any information they give. I have also been advised that I have the right, under the federal Fair Credit Reporting Act (FCRA), Section 606(B) to make a written request of you and a consumer reporting agency within a reasonable time, for a complete and accurate disclosure of the nature and scope of the investigation. I acknowledge receipt of the summary of consumer rights required under Section 609 of the FCRA, entitled **A Summary of Your Rights Under the Fair Credit Reporting Act.**

**This application and the contents hereof are considered as part of my Lease.**

Signature of Applicant No. 1 \_\_\_\_\_

Signature of Applicant No. 2 \_\_\_\_\_



## Consumer Report Authorization

I hereby affirm that my answers on this application are true and correct and that I have not knowingly withheld any fact or circumstance, which would, if disclosed, affect my application unfavorably. I authorize you to secure, from First Advantage, consumer-reporting agency, an investigative consumer report for prospective purposes. This report may contain, but would not be limited to, a consumer credit report, a civil and criminal history records investigation, social security number validation, verification of my residences, employment history and income. Please note that a record of conviction and/or pending criminal charge is not an absolute bar to leasing but such information will be considered. An applicant's failure to accurately and completely disclose his or her criminal conviction history may be grounds for removal from further consideration as a resident and/or occupant.

I authorize Borger Management, Inc. to verify any and all information contained in this application and to inquire into my character, general reputation, personal characteristics and mode of living and I release all concerned from any liability in connection with any information they give. I have also been advised that I have the right, under the federal Fair Credit Reporting Act (FCRA), Section 606(B) to make a written request of you and First Advantage, within a reasonable time, for a complete and accurate disclosure of the nature and scope of the investigation.

I acknowledge receipt of the summary of consumer rights required by Section 609 of the FCRA, entitled "A Summary of Your Rights" under the Fair Credit Reporting Act.

I authorize this form, in original, faxed, photocopied or electronic form (including electronically signed), to be valid for any investigative consumer report that may be requested.

\_\_\_\_\_  
Management Office

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Printed Name