



# Apartment Application

3925 Iberville St.  
New Orleans, LA 70119  
(504) 488-7368

**IMPORTANT:** In order to process your application, the \$20 application fee is required with application. Applicants will be given 24 hours from time of approval to sign lease and remit rent and security deposits on separate cashier checks or money orders. Non-Compliance with this policy may result in loss of apartment to another applicant. If you require additional time to comply with this policy, please make specific requests from our representative. **\*\*YOU MUST VIEW THE PROPERTY BEFORE SIGNING A LEASE\*\***

Thank you for your interest in our available housing. Please take a brief moment to describe your housing needs.

Name \_\_\_\_\_

Phone # \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*(home) (cell) (work)*

House/Apartment Desired \_\_\_\_\_ Preferred Move-In Date \_\_\_\_\_

Rental Rate \$ \_\_\_\_\_ Security Deposit \$ \_\_\_\_\_

I was shown the above house/apartment by \_\_\_\_\_  
*Agent Name Date*

In order to assist our marketing department, please indicate how you FIRST heard about this property:

Craigslist.com    Superprop.com    Sign    Other

How will you pay the rent?   Job \_\_\_\_\_   Savings \_\_\_\_\_   Section 8 \_\_\_\_\_

When applying please provide the following for every person 18 or older who will occupy the household:

\_\_\_\_\_ Current Picture ID issued by State or Federal Government

\_\_\_\_\_ Proof of Gross Income that is equal to or greater than 3x the rent. That is, if the rent is \$500 the gross income of all members of the household combined must be at least \$1,500.

- If employed by a company, copy of most recent pay stub
- If self-employed, 3 most recent bank statements or last two years' tax returns

\_\_\_\_\_ Two Years of Work History.

\_\_\_\_\_ Latest 3 Check Stubs from your Employer(s). I make \_\_\_\_\_/week \_\_\_\_\_/month

\_\_\_\_\_ Information regarding where you have lived for the last 3 years.

\_\_\_\_\_ A \$20 Application Fee for every member of the household 18 or older.

\_\_\_\_\_ Site visit to your present residence.

Revised Jul-17   Initial \_\_\_\_\_   Date \_\_\_\_\_



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## Personal Information

Name \_\_\_\_\_ SS# \_\_\_\_\_ Birthdate \_\_\_\_\_

Drivers License # or State I.D. # \_\_\_\_\_ State \_\_\_\_\_

Email \_\_\_\_\_

## Occupancy Information

Please list all persons who will occupy the premises with you:

<i>Name</i>	<i>Relationship</i>	<i>Age</i>	<i>Sex</i>
<i>Name</i>	<i>Relationship</i>	<i>Age</i>	<i>Sex</i>
<i>Name</i>	<i>Relationship</i>	<i>Age</i>	<i>Sex</i>
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## Emergency Contacts

Closest Relative: \_\_\_\_\_  
*Name* *Relationship*

Address: \_\_\_\_\_  
*Street* *City* *State* *Zip*

Phone Numbers: \_\_\_\_\_  
*Home* *Cell* *Work*

Person Other than Above: \_\_\_\_\_  
*Name* *Relationship*

Address: \_\_\_\_\_  
*Street* *Unit* *City* *State*

Phone Numbers: (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
*Home* *Cell* *Work*



# Apartment Application

## Address History

Please list all addresses at which you have lived in the past 3 years, with the most recent first:

Current Address: \_\_\_\_\_  
*Street Unit City State*

Name of Building / Complex: \_\_\_\_\_ Rent Amount: \_\_\_\_\_ Deposit Amount: \_\_\_\_\_

Move-in Date: \_\_\_\_\_ Move-out Date: \_\_\_\_\_ Why are you leaving this address? \_\_\_\_\_

Landlord's Name: \_\_\_\_\_ Landlord's Telephone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ Are you related to landlord? \_\_\_\_\_

Landlord's Address: \_\_\_\_\_  
*Street Unit City State*

Prior Address: \_\_\_\_\_  
*Street Unit City State*

Name of Building / Complex: \_\_\_\_\_ Rent Amount: \_\_\_\_\_ Deposit Amount: \_\_\_\_\_

Move-in Date: \_\_\_\_\_ Move-out Date: \_\_\_\_\_ Why are you leaving this address? \_\_\_\_\_

Landlord's Name: \_\_\_\_\_ Landlord's Telephone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ Are you related to landlord? \_\_\_\_\_

Landlord's Address: \_\_\_\_\_  
*Street Unit City State*

Prior Address: \_\_\_\_\_  
*Street Unit City State*

Name of Building / Complex: \_\_\_\_\_ Rent Amount: \_\_\_\_\_ Deposit Amount: \_\_\_\_\_

Move-in Date: \_\_\_\_\_ Move-out Date: \_\_\_\_\_ Why are you leaving this address? \_\_\_\_\_

Landlord's Name: \_\_\_\_\_ Landlord's Telephone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ Are you related to landlord? \_\_\_\_\_

Landlord's Address: \_\_\_\_\_  
*Street Unit City State*

Prior Address: \_\_\_\_\_  
*Street Unit City State*

Name of Building / Complex: \_\_\_\_\_ Rent Amount: \_\_\_\_\_ Deposit Amount: \_\_\_\_\_

Move-in Date: \_\_\_\_\_ Move-out Date: \_\_\_\_\_ Why are you leaving this address? \_\_\_\_\_

Landlord's Name: \_\_\_\_\_ Landlord's Telephone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ Are you related to landlord? \_\_\_\_\_

Landlord's Address: \_\_\_\_\_  
*Street Unit City State*

Revised Jul-17 Initial \_\_\_\_\_ Date \_\_\_\_\_



# Apartment Application

## Employment History

Please list all employments in the past 3 years, with the most recent first:

Current Occupation: \_\_\_\_\_ Name of Company: \_\_\_\_\_ Position: \_\_\_\_\_

Business Address: \_\_\_\_\_  
*Street City State Telephone*

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ What is your monthly income? \_\_\_\_\_

Supervisor's Name, Title, and Direct Telephone Number: \_\_\_\_\_  
*Name Title Telephone*

Prior Occupation: \_\_\_\_\_ Name of Company: \_\_\_\_\_ Position: \_\_\_\_\_

Business Address: \_\_\_\_\_  
*Street City State Telephone*

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ What was your monthly income? \_\_\_\_\_

Supervisor's Name, Title, and Direct Telephone Number: \_\_\_\_\_  
*Name Title Telephone*

Prior Occupation: \_\_\_\_\_ Name of Company: \_\_\_\_\_ Position: \_\_\_\_\_

Business Address: \_\_\_\_\_  
*Street City State Telephone*

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ What was your monthly income? \_\_\_\_\_

Supervisor's Name, Title, and Direct Telephone Number: \_\_\_\_\_  
*Name Title Telephone*

Prior Occupation: \_\_\_\_\_ Name of Company: \_\_\_\_\_ Position: \_\_\_\_\_

Business Address: \_\_\_\_\_  
*Street City State Telephone*

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ What was your monthly income? \_\_\_\_\_

Supervisor's Name, Title, and Direct Telephone Number: \_\_\_\_\_  
*Name Title Telephone*

## Supplemental Income

Please list any other sources of income:

Section 8 Voucher Y N Amount per Month \$ \_\_\_\_\_

Co-Signer (Name) \_\_\_\_\_ Amount per Month \$ \_\_\_\_\_

Other Source (List Source) \_\_\_\_\_ Amount per Month \$ \_\_\_\_\_

Revised Jul-17 Initial \_\_\_\_\_ Date \_\_\_\_\_



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## Miscellaneous Information

What vehicles (automobiles, motorcycles, boats, RVs, etc.) do you desire to keep at this address?

Make \_\_\_\_\_ Year \_\_\_\_\_ Type \_\_\_\_\_ License # \_\_\_\_\_

Make \_\_\_\_\_ Year \_\_\_\_\_ Type \_\_\_\_\_ License # \_\_\_\_\_

Make \_\_\_\_\_ Year \_\_\_\_\_ Type \_\_\_\_\_ License # \_\_\_\_\_

Make \_\_\_\_\_ Year \_\_\_\_\_ Type \_\_\_\_\_ License # \_\_\_\_\_

Do you own any pets? If so, please describe in detail:

Species \_\_\_\_\_ Breed \_\_\_\_\_ Color \_\_\_\_\_ Spayed/Neutered? Y /N Vaccinated? Y/ N

Species \_\_\_\_\_ Breed \_\_\_\_\_ Color \_\_\_\_\_ Spayed/Neutered? Y /N Vaccinated? Y/ N

Species \_\_\_\_\_ Breed \_\_\_\_\_ Color \_\_\_\_\_ Spayed/Neutered? Y /N Vaccinated? Y/ N

Please note that failure to accurately report any and all pets will be cause for immediate eviction and any pets listed will require specific approval prior to moving in. Under NO circumstances will Pit Bulls, Rottweilers, Mastiffs, German Shepherds, or any other aggressive breed of dog be allowed. Superior Property Management reserves the right to deny occupancy to persons with pets when pets are not allowed in apartments.

## Certification of Accuracy

The information on this application is true, correct and complete to the best of my knowledge. I hereby authorize Superior Property Management, Inc. to verify the above information and obtain a consumer or investigative credit report before, during or after my tenancy. I understand that the application fee for verifying this rental application is not a deposit or rent and will not be applied to future rent or returned even if this application to rent is declined.

I declare that the foregoing is true and correct and authorize its verification and the obtaining of a credit report.

Signature \_\_\_\_\_ Date \_\_\_\_\_