

Qualifying Standards

***\$35.00 Application Fee** per adult in household

***\$50 Application Fee** for adult with co-signer

1. Qualifying process will average the factors of rental history, criminal history, income, credit and employment stability to determine approval or non-approval. Some things to keep in mind:
 - i. Applicant(s) must demonstrate their ability to pay rent on time and meet the requirements of occupancy
 - ii. Length and type of employment is an important economic consideration in the approval process
 - iii. Lower ratings on school loans and medical references may be acceptable in certain situations with proper explanation
 - iv. Applicants with a history of unpaid judgments or liens are usually denied
 - v. Comments from former landlords are important selection criteria—including rental payment history, violations of policies, violations of lease, history of disruptive behavior, housekeeping habits, etc.
 - vi. Applicants with any evictions in their rental history are typically denied
2. Must be at least 21 years of age or 18 with a qualifying co-signer.
3. The combined gross income for all named tenants on the lease must equal at least three (3) times the monthly rental amount. A cosigner may be accepted for students or individuals not meeting minimum income requirements and cosigner would be required to complete an application as well.
4. Any bankruptcy must be at least two (2) years prior, with newly established credit.
5. Criminal history must be free of felony convictions, sex crimes or no-contest pleadings to a felony or sex crime.

Applicant's Signature _____ Date _____

Rafco Properties, Inc.
7711 Carondelet Ave, Suite 303
Clayton, MO 63105
314-721-8427
314-721-8533 (fax)
onsite@rafcoprop.com

RENTAL APPLICATION

Please complete all requested information on this form.

Date of Application: _____	Desired Date of Occupancy _____
Type/Size of Apartment Desired (No. of bedrooms, etc.) _____	

PERSONAL INFORMATION

Applicant's Full Name _____ Date of Birth _____
Social Security No. _____ Drivers License No. & State _____

Co Applicant's Full Name _____ Date of Birth _____
Co Applicant's Social Security No. _____ Drivers License No. & State _____

Co Applicant's Full Name _____ Date of Birth _____
Co Applicant's Social Security No. _____ Drivers License No. & State _____

Full Names of All Other Occupants	Relationship to You	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____

RESIDENCE HISTORY (for the past three years)

Present Address _____ City _____ State _____ Zip _____
Present Telephone _____ Dates From: _____ To: _____
Present Landlord or Mortgage Co. _____ Telephone _____
Monthly Payment \$ _____ Reason for Moving _____

Previous Address _____
Dates From: _____ To: _____ Monthly Payment \$ _____
Previous Landlord or Mortgage Co. _____ Telephone _____
Reason for Moving _____

Previous Address _____
Dates From: _____ To: _____ Monthly Payment \$ _____
Previous Landlord or Mortgage Co. _____ Telephone _____
Reason for Moving _____

EMPLOYMENT INFORMATION

Present Employer _____ Dates From: _____ To: _____
Employer's Address _____ Telephone _____
Position _____ Supervisor _____ Gross Monthly Salary \$ _____

Co-Applicant's Employer _____ Dates From: _____ To: _____
Employer's Address _____ Telephone _____
Position _____ Supervisor _____ Gross Monthly Salary \$ _____

Have You or Co-Applicant Ever: Been sued for non-payment of rent? ___ Yes ___ No
Been evicted or asked to move out? ___ Yes ___ No Broken a Rental Agreement or Lease? ___ Yes ___ No
Been sued for damage to rental property? ___ Yes ___ No Declared Bankruptcy? ___ Yes ___ No

Applicant(s) hereby represents that all the above statements are true, correct, and complete. Applicant(s) authorizes verification of the above information provided including, but not limited to obtaining a consumer credit report and criminal background check and agrees to furnish additional information upon request. The cost for the application processing is not rent or deposit and will not be refunded.

Applicant Signature _____ **Date** _____

Contact phone number and email: _____

Co-Applicant Signature _____ **Date** _____

Contact phone number and email: _____

Verification of Residency / Employment

Phone # 314-721-8427 Fax # 314-721-8533

Co-Signer only below this line

I hereby authorize my Landlord/Employer and/or credit agency to disclose the information requested below to Rafco Properties.

Applicant name (print)

Applicant Signature

SS#

Applicant name (print)

Applicant Signature

SS#

Please return along with application to Rafco Properties. We will contact your landlord/employer for further information. Thank you.

The applicant referenced above has applied for an apartment and has indicated you as their Landlord/Employer. Please complete the following information and return it to us at your earliest convenience.

I. Landlord

Address: _____

1. Lease dates _____
2. Rent amount \$ _____ Security Deposit amount \$ _____
3. Number of late payments _____
4. Number of NSF checks in the last 12 months _____
5. Have any unauthorized persons lived in this unit? _____
6. Has this resident been found with a pet? _____ Is it permitted? _____
7. Have there been any noise problems? _____
8. Have the police been called regarding the applicant or guests? _____
If yes, please explain _____
9. Has the applicant or guest acted in a physically violent or verbally abusive manner toward neighbors or staff? If yes, please explain _____
10. Amount of security deposit refunded to tenant \$ _____
Please explain _____
11. Would you rent to this resident again? _____
12. Other problems? _____
13. Are you related to this applicant? _____ If yes, how? _____

II. Employer

Employer Name: _____

1. Starting date _____ Salary _____
2. Seasonal Part time Full time (please circle) – If part time, how many hours/week? _____
3. Continued Employment expected? Yes No
4. Are you related to this applicant? _____ If yes, how? _____

III. Landlord/Employer

Thank you for your assistance!

Signature

Title

Date