



RENTAL APPLICATION

659 N. 39th Street Philadelphia, PA 19104
www.wpre.com 215-222-8100

1. A non-refundable application fee of \$25 per applicant payable online or by money order is required when an application is submitted. All individuals age 18 or over that intend to reside in the property must complete a separate rental application.
2. The applicant must provide a copy of their state issued photo ID as a part of this application.
3. The applicant must complete the application in full. Put N/A in any areas that do not apply. Incomplete applications will not be processed.
4. A hold deposit payable online or by money order equal to one month's rent must be paid to hold a rental unit. A hold deposit is non-refundable 3 days after approval. **NO UNIT WILL BE HELD WITHOUT A DEPOSIT.**
5. The lease must be signed within 10 days of approval, or the hold deposit will be forfeited and the property placed back on the market.
6. An approved application is valid for 180 days. If no property is chosen within this time frame, the application process must start over.

CONSUMER NOTICE FOR TENANTS

West Philadelphia Real Estate is acting as an agent of the Owner/Landlord pursuant to a property management or exclusive leasing agreement. By signing this application the applicant acknowledges having received this notice.

How did you hear about West Philadelphia Real Estate? _____

Brokerage Name (if applicable) _____

Agent Name _____ Phone _____ Email _____

Are you looking for a 1 2 3 or 4 bedroom home? Commercial Unit* Affordable Housing*

**Commercial or Affordable Housing applicants must submit their corresponding addendum.*

If known, please state the specific address you are applying for. _____

APPLICANT INFORMATION

Full Name _____ Are you a full time student? Yes No

Social Security Number _____ Date of Birth _____

Driver's Licence/ID No. _____ State _____

Home Phone _____ Work Phone _____

Cell Phone _____ Email _____

Emergency Contact _____ Relationship _____ Phone _____

RESIDENTIAL INFORMATION

Current Address _____ Own Rent

From _____ To _____ Rent/Mortgage \$ _____ /month

Landlord/Mortgage Co. Name _____ Phone _____

Prior Address _____ Own Rent

From _____ To _____ Rent/Mortgage \$ _____ /month

Landlord/Mortgage Co. Name _____ Phone _____



OTHER OCCUPANTS (Full Name)

Name _____ SSN _____ Relationship _____ DOB _____ Student Yes No
Name _____ SSN _____ Relationship _____ DOB _____ Student Yes No
Name _____ SSN _____ Relationship _____ DOB _____ Student Yes No
Name _____ SSN _____ Relationship _____ DOB _____ Student Yes No
Name _____ SSN _____ Relationship _____ DOB _____ Student Yes No
Name _____ SSN _____ Relationship _____ DOB _____ Student Yes No

Have you or any member of your household been convicted of a felony? Yes No

If yes, please explain. _____

PETS

Do you have any pets? No Yes, list and describe: _____

CURRENT EMPLOYMENT INFORMATION

Employer _____ Position _____
Address _____
Phone _____ Supervisor _____
Gross Income \$ _____ /mo. OR \$ _____ /hour for _____ hours per week on average
Employed From _____ To _____

OTHER INCOME

Source _____ Amount _____
Source _____ Amount _____

RENTAL SUBSIDY

Source _____ Amount _____
Source _____ Amount _____

ADDITIONAL INFORMATION

List any special requirements needed or requested amenities (ie. VisitAble, Handicap Accessible, Parking, Onsite Laundry, etc.)

AUTHORIZATION

The applicants authorize West Philadelphia Real Estate to obtain any information deemed necessary to evaluate this application. This information may include, but is not limited to, credit reports, criminal history, judgments of record, rental history, verification of employment and salary, employment history, vehicle records and licensing records. WPRE may report to the Landlord any information obtained for evaluation of the applicant. The applicants acknowledge that all information in the application is true and correct. The applicants acknowledge that if they present false or incomplete information WPRE or the Landlord may reject this application. The applicants understand that giving false or incomplete information may result in forfeiture of any payments made in connection with the Rental Application.

I HAVE READ AND ACKNOWLEDGE THIS PROCEDURE FOR SUBMITTING AN APPLICATION

Applicant _____ Date _____

