

Woodard Properties
224 Fourteenth Street, NW
Charlottesville, VA 22903



WoodardProperties.com
(434) 293-2280 FAX
(434) 971-8860



RENTAL APPLICATION

This is an application to lease a rental property which is owned and/or managed by Woodard Properties.

Occupancy

Property of Interest (if known) _____

Do you require any specialized accommodations made before occupying the property? _____

Personal Information

Name _____

Date of Birth _____ M/F (circle one)

Email _____

Social Security # _____

Home Phone _____

Cell Phone _____

Are you a U.S. citizen? _____ (If not, Woodard Properties requires you to fill out a Non-U.S. Citizen Information Form.)

Other Occupants

Separate applications required for non-dependant occupants over 18.

Name _____

Age _____

Relationship _____

Name _____

Age _____

Relationship _____

Name _____

Age _____

Relationship _____

Emergency Contact

Name of Closest Relative or Other Contact _____

Street Address _____ City/State _____ Zip _____

Phone # _____ Relationship _____

Residence(s)

Current Address

Street Address _____

City/State _____ Zip _____

Landlord's Name _____ Phone # _____

Present Rent _____ How Long? _____

Mailing Address (If different from above)

Street Address _____

City/State _____ Zip _____

Previous Address (if applicable)

Street Address _____

City/State _____ Zip _____

Landlord's Name _____ Phone # _____

Rent _____ How Long? _____

Scholastic

What School/University will you be attending during lease term? _____

Full/Part Time _____ Graduate/Undergrad, Course of Study _____

Upcoming Year (1st, 2nd, 3rd, 4th) _____ Expected Year of Graduation _____

Employment

Current Employer

Employer's Name _____ Phone # _____

Street Address _____ City/State _____ Zip _____

Salary _____ Position _____ How Long _____

Past Employer (If less than 6 months at current employer)

Employer's Name _____ Phone # _____

Street Address _____ City/State _____ Zip _____

Salary _____ Position _____ How Long _____

Criminal History

Have you ever been convicted of a felony? _____ If so, state the date and the nature of the conviction _____

How Did You Learn About Our Apartments?

- WoodardProperties.com (how did you find our homepage?) _____
- UVA School/Department (which one?) _____
- Flyers/Brochures (where did you get the flyer/brochure?) _____
- Friend (if friend is a current/past resident, what is their name?) _____
- BRAC.com Craigslist.com
- UniversityOffgrounds.com Myspace
- University Off-Grounds Housing Office Facebook Ad
- Daily Progress Twitter
- The Virginia Law Weekly Embarq Yellow Pages
- Cavalier Daily "Yellow Book" Pages
- The C'Ville Weekly Search Engine (which one?) _____
- The Hook Drive By/Curb Appeal (if so, what attracted you?) _____
- Other (please specify) _____

Disclosure

1. A copy of the criteria used to determine applicants' eligibility to rent is available upon request.
2. Applicant hereby agrees to pay a nonrefundable application fee of \$25.00 to cover the expenses of screening and verifying information submitted. Inquiries are made to verify student or employment status and social security number and to obtain information regarding applicant's credit history, rental history, and criminal record which includes screening through a sex offender search and against the Office of Foreign Assets Control (OFAC) as a result of the USA Patriot Act.
3. Applicant authorizes verification of all references given herein, and release of information to/from Landlord or any Credit Bureau or reporting agency. Applicant authorizes Woodard Properties to disclose information to future Landlords or other 3rd parties if requested in the ordinary course of business for legitimate purposes as so determined by Woodard Properties. This authorization shall continue throughout the application process, the rental term, and after any termination or default of the rental agreement.
4. Applicant hereby declares that he/she is of legal age and that the statements above are true and understands that any rental agreement made on the basis of the information may be terminated at any time at the landlord's option if this information is found to be false.

Signature _____ Date _____