

# Sunny Olean Property Management



Property Management Main Office: 211 Franklin St., Olean, NY 14760

OFFICE: 716.913.7878

Email: info@sunnyolean.com

**Building & Apartment # Interested In:** \_\_\_\_\_

## Credit History:

Full Name :	Home Phone: ( )
Date of Birth:	Social Security #:
Email Address:	Other Phone: ( )
Co-Applicant Name	Dependents:
Co-Applicant Date of Birth:	Social Security #:
Dependents Date of Birth:	
Are you a current smoker?:	
List All Pets:	

## Residential History (Last 3 Years):

Current Address:	Apt#	City		
State	Zip	Month/Year Moved In		
Reasons for Leaving:			Rent: \$	/mth
Owner/Agent:			Phone: ( )	
Previous Address )last 3 years)			Rent: \$	/mth
Owner/Agent:			Phone: ( )	

## Credit History:

Have you declared bankruptcy in the past seven (7) years?	Yes	No
Have you ever been evicted from a rental residence?	Yes	No
Have you had two or more late rental payments in the past year?	Yes	No
Have you ever willfully or intentionally refused to pay rent when due:	Yes	No

## Employment Information:

Your Status:	Full Time	Part Time	Student	Unemployed
Employer:				
Date Employed:		Employed as:		
Phone ( )		Annual Income		
If less than 12 months last Employer:		Phone ( )		Annual Income
Date Employed:		Employed as:		

If you have other sources of income that you would like us to consider, please list income, source and person (banker, employer, etc.) who we may contact for confirmation. You do not have to reveal alimony, child support, or spouse's annual income unless you want us to consider it in this application.

Amount \$ \_\_\_\_\_ Source/Contact Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

## Your References:

Bank Accounts:			
Name	Type of Account	Account Number	
Name	Type of Account	Account Number	
Driver's License #:	State of Issue:	Expiration Date:	

## 3 Personal References

Name	Address	Phone ( )
Name	Address	Phone ( )
Name	Address	Phone ( )

**Important: \*\*\*Please include past two paystubs or for new jobs job offer sheet for potential tenant(s)\*\*\***

**Vehicle Information:**

Make/Model: \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_

License Plate # & State \_\_\_\_\_

**Please give any additional information that might help owner/management evaluate this application:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Where may we reach you to discuss this application?**

Mobile Phone# ( ) \_\_\_\_\_ Other Phone ( ) \_\_\_\_\_

Unit # \_\_\_\_\_ Rental Amount \$ \_\_\_\_\_ per month.

I hereby apply to lease the above described premises for the term of \_\_\_\_\_ months and upon the set conditions above set forth in the lease and agree that the rental is to be payable the first day of each month in advance. As an inducement to the owner of the property and to the agent to accept this application, I warrant that all statements above set forth are true; however, should any statement made above be a misrepresentation or not a true statement of facts, all of the deposit will be retained to offset the agent's cost, time, and effort in processing my application.

Credit check fee is \$25.00 and is non-refundable. \_\_\_\_\_ <-- Initial fee acceptance here.

I hereby deposit \$250 as earnest money to be refunded to me if this application is not accepted in 3 business banking days. Upon acceptance, this deposit shall be retained as part of the security deposit and this amount is non-refundable otherwise. When so approved and accepted, I agree to execute a lease for \_\_\_\_\_ months and before possession is given to pay the balance of the security deposit and 1<sup>st</sup> month's rent prior to the move in date. A partial month's rent in a pro-rated amount shall be due if occupancy occurs before the 1<sup>st</sup> of the month. If the application is not approved or accepted by the owner or agent, the deposit will be refunded, the applicant hereby waiving any claim for damages by reason of non-acceptance which the owner or agent may reject. I recognize that as a part of your procedure for processing my application, an investigative consumer report may be prepared whereby information is obtained through personal interviews with others with whom I may be acquainted. This inquiry includes information as to my character, general reputation, personal characteristics and mode of living.

The above information, to the best of my knowledge, is true and correct.

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

**AUTHORIZATION  
Release of Information**

I agree to permit an investigation of my credit, tenant history, banking and employment for the purposes of renting an apartment or commercial space with this owner/manager.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**APPLICANT: PLEASE DO NOT WRITE BELOW (FOR OFFICE USE ONLY)**

Deposit of: \_\_\_\_\_ Check #: \_\_\_\_\_

Application Rev: 20211026

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Residents Name: \_\_\_\_\_ Address: \_\_\_\_\_

# Sunny Olean Pet Application

Breed: _____	Pet's Name: _____	Weight: _____	Age: _____
Male/Female: _____	Spayed/Neutered?: _____	Date: _____	
Describe pet temperament: _____			
Does the pet stay in a kennel while resident is gone? _____ Is someone home during the day to tend to pet? _____			
Did you have your pet at your previous residence? _____ How long have you owned the pet? _____			
Name & address of previous landlord: _____			
Phone # of previous landlord: _____			

## Veterinarian Information

Name of Veterinarian: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

## Office Checklist *(administrative use only)*

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Application fee of \$250.00 Paid (To be refunded if pet is not approved)              |
| <input type="checkbox"/> | Complete Vet Records (Must include age, weight, vaccination records, spayed/neutered) |
| <input type="checkbox"/> | Current Photo of pet  |
| <input type="checkbox"/> | Copy of current renter's insurance  |
| <input type="checkbox"/> |   |

The undersigned understands that permission to have a pet is not granted until the pet application is approved, the pet application is signed by an authorized agent of Sunny Olean, the pet application fee & pet deposit is paid in full, and proof of renter's insurance as outlined in the pet permission form has been provided. Unless all of the above conditions have been met, a pet is not allowed under any circumstance as stated in the original lease agreement. The undersigned hereby certifies that the above information is correct & said information will be relied upon in granting or denying the approval of this application. The undersigned hereby authorizes Sunny Olean or its agents to investigate as necessary the above information and hereby authorizes the release of the information from previous landlords and/or veterinarians. **Pet application, pet fee and/or deposit is non-transferable to another pet or property.**

\_\_\_\_\_  
Tenant Date

\_\_\_\_\_  
Landlord Date

\_\_\_\_\_  
Tenant Date