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Residential & Commercial Property Management Specialists
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RESIDENTIAL RENTAL APPLICATION

Location: _____ No. of Bdrms: _____ Price Range: \$ _____ Move In Date: _____

HOUSEHOLD:

Please list all adult individuals (over the age of 18 or emancipated minors) who will live in the apartment. Social Security Numbers will be used to obtain a credit report and may be used for reporting accounts to a collection agency in the event at the end of a tenancy if a balance is due and not resolved. Dates of Birth are used to obtain criminal record information.

Name	Address/Phone Number	E-Mail Address	Soc Sec No.	Date of Birth

Please list all other household members:

Name

Number of vehicles that will be kept at the apartment complex (including company cars): _____

Do you have a pet? (Note: service animals are not pets) YES NO

If yes, please describe (i.e. type, breed, weight, age, etc.).

Have you ever broken a lease or been evicted from any type of housing? YES NO

If yes, please explain: _____

Have you ever been convicted of any illegal behavior or act? YES NO

This does not include traffic offenses such as speeding and OUI. Please remember criminal records remain intact without being erased. If yes, please provide date and offense information.

Are you now, or have you ever been, required to register as a sex offender? YES NO

If your answer is "yes", your application will be rejected.

INCOME – Please list the household member and source of all income

Employment Income:

Household Member	Employer Name/Phone Number	Position	How Long?	Salary
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Other Income:

Household Member	Income Source	Monthly Income	Is this expected to continue?
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

LANDLORD REFERENCES – please provide landlord information for the past three years for all adult household members.

NAME	RENTAL ADDRESS	PHONE NUMBER	DATES OF TENANCY
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PERSONAL REFERENCES

NAME	PHONE NUMBER	RELATIONSHIP
_____	_____	_____
_____	_____	_____
_____	_____	_____

I represent that the information in this application is true to the best of my knowledge. I hereby authorize Hughes Associates to obtain a credit report, to verify my employment and all other information on this application and to verify any information received from any source including local authorities during the application process in determining my eligibility for housing. I understand that if it is discovered during the verification process that I have not provided accurate information, it is grounds for rejection of this application. I understand that if it is discovered after I move into the complex that I have not provided accurate information it is grounds for termination of my tenancy. My deposit will be held for 48 hours. After 48 hours my deposit will be non-refundable. If I choose to cancel this application before the 48 hours has elapsed, my full deposit will be returned to me.

APPLICANT SIGNATURE(S):

_____	Date _____
_____	Date _____
_____	Date _____

Please note: Hughes Associates does not process any applications unless and until a deposit has been paid for a specific apartment. Acceptance of the deposit does not mean that application will be approved. Approval of applications is based on eligibility criteria including but not limited to all information on this application.