

**ADVANCE LINKS LLC**  
**LEASE AGREEMENT APPLICATION**

**IMPORTANT:** In case of Joint and Several Lease Agreement application, which means that Each Tenant agrees to individually accept full responsibility for the full amount of rent or other sums which may become due and owing under the terms of the Lease Agreement, each applicant and co-applicant over the age of 18 must fill out a separate application and pay the application fee.

Each applicant must provide a **photo ID** (driver's license or other government issued photo identification). Failure to do so is grounds for rejection.

This application is made to rent a \_\_\_ bedroom apartment located at \_\_\_\_\_, Cincinnati OH 45\_\_\_\_\_, for a Term of 12 (twelve) months minimum.

Please note that this property is non-smoking, and waterbeds are not permitted. Pets may be permitted under certain conditions.

Please print legibly or the application may be denied.

**Applicant Contact Information:**

- Full Name (including middle name): \_\_\_\_\_
- Home Phone: \_\_\_\_\_
- Work Phone: \_\_\_\_\_
- Mobile Phone: \_\_\_\_\_
- Email address: \_\_\_\_\_
- SSN: \_\_\_\_\_
- Driver License: \_\_\_\_\_
- Date Of Birth: \_\_\_\_\_

**Address History:**

1. Current Address (full): \_\_\_\_\_  
\_\_\_\_\_  
Present Landlord's Name: \_\_\_\_\_  
Is Landlord a relative or a close friend? (YES/NO) \_\_\_\_\_  
Present Landlord's Phone: \_\_\_\_\_  
How long have you lived there? \_\_\_\_\_. Date range\*: \_\_\_\_\_  
Why are you moving? \_\_\_\_\_  
\_\_\_\_\_
2. Previous Address: \_\_\_\_\_  
\_\_\_\_\_  
Previous Landlord's Name: \_\_\_\_\_  
Was Landlord a relative or a close friend? (YES/NO) \_\_\_\_\_  
Previous Landlord's Phone: \_\_\_\_\_  
How long did you live there? \_\_\_\_\_. Date range\*: \_\_\_\_\_  
Why did you move? \_\_\_\_\_  
\* Please provide explanation if gaps between the dates above mentioned:  
\_\_\_\_\_

**Applicant Employment:**

- Employer (full name): \_\_\_\_\_
- Employer's Address: \_\_\_\_\_
- Your position/title/job name with Employer: \_\_\_\_\_
- Supervisor (first & last name): \_\_\_\_\_
- Supervisor's Work Phone: \_\_\_\_\_
- Net Monthly Income ("take home pay"): \_\_\_\_\_
- How long have you worked here? \_\_\_\_\_ Start date: \_\_\_\_\_
- How long do you intend to continue working here? \_\_\_\_\_

**Please provide a copy of last 3 months paystubs, plus a copy of last 3 months bank statements, and a letter of employment if new job.**

**Co-Applicant Information:**

- Is there a Co-Applicant for this property? (YES / NO)
- Name of Co-Applicant: \_\_\_\_\_

Each Applicant must fill out and sign a separate Lease Agreement Application form and pay a non-refundable \$35 application fee for the background verifications. Checks must be payable to Advance Links LLC. Alternatively, each Applicant may send payment electronically to **PayPal** at [advancelinks@cinci.rr.com](mailto:advancelinks@cinci.rr.com) or to **Venmo** at [isabelle.schram@aparts2rent.com](mailto:isabelle.schram@aparts2rent.com)

**Applicant General Information:**

- How many people intend to live in this dwelling if your application is accepted? \_\_\_\_ .
  - Name and Occupation: \_\_\_\_\_
  - Name and Occupation: \_\_\_\_\_
- Do you have any pets that you intent to bring with you on the premises? (if YES, pls. specify): \_\_\_\_\_
- Do you have a car that you intend to park on the premises? (YES/NO)
  - What is the make? \_\_\_\_\_
  - What is the model and color? \_\_\_\_\_
  - What is the license plate number? \_\_\_\_\_
- Do you have a checking account? (YES/NO)  
If so, what is the name of the bank(s): \_\_\_\_\_
- Will you authorize ACH Direct Debit for payment of the rent, on the 1<sup>st</sup> of each month? (YES/NO). ACH will be the free preferred and regular form of payment; other forms of payment may only be accepted on an exception basis.
- In case of an emergency, who should we contact?
 

Name: _____	Phone: _____	Relationship: _____
Name: _____	Phone: _____	Relationship: _____

**References:**

- Personal References (non-relative) that we may contact:  
 Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_
- Credit Reference Name (not already mentioned above) that we may contact:  
 Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Please circle either "YES" or "NO" for each of the following 7 questions. Additionally, if you answer "YES" to any of the following questions, please provide a written explanation on the other side of this page.

1. Have you been convicted of a crime in the past 20 years? YES / NO
2. Have you spent any time in prison/jail for any reason in the past 20 years? YES / NO
3. Have you filed for personal bankruptcy within the last 7 years? YES / NO
4. Have you ever been evicted from any place you've lived? YES / NO
5. Will you be a lawful resident of the U.S. for at least the next year? YES / NO
6. Have you been a party to any type of lawsuit in the last 10 yrs? YES / NO
7. Are there any outstanding judgments against you? YES / NO

All Debts or Obligations including Credit Card Accounts must be reported:

Obligations	Total Balance	Per Month
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____

Attach separate sheet if necessary.

**I, \_\_\_\_\_, do hereby certify & guarantee that all information provided in this document is accurate to the best of my knowledge & ability. I understand that upon my signature the Lessor is authorized to use the information provided herein to conduct any and all investigations as deemed prudent by Landlord, including but not limited to pulling a credit report from any credit bureau, criminal and eviction history reports.**

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