

**APPLICATION FOR LEASE**  
**REALTY MANAGEMENT SERVICES, INC. - DBA ROSS MANAGEMENT SERVICES**  
 7910 WOODMONT AVENUE, SUITE 350  
 BETHESDA, MARYLAND 20814

**Applicant(s) must answer all questions for application to be considered**

1. Apartment Community \_\_\_\_\_ Date \_\_\_\_\_
2. I hereby make application for Premises at (address) \_\_\_\_\_
3. Rental per month \$ \_\_\_\_\_ Occupancy Date \_\_\_\_\_
4. Lease from \_\_\_\_\_ to \_\_\_\_\_
5. Name of Applicant \_\_\_\_\_ Sex \_\_\_\_\_ Date of Birth \_\_\_\_\_  
 Social Security Number \_\_\_\_\_ Driver's License #/State \_\_\_\_\_  
 \_\_\_\_\_  
 Email Address \_\_\_\_\_  
 \_\_\_\_\_
6. List all others who will occupy the apartment:  

| Name  | Date of Birth | Sex   | Relationship to Applicant |
|-------|---------------|-------|---------------------------|
| _____ | _____         | _____ | _____                     |
| _____ | _____         | _____ | _____                     |
| _____ | _____         | _____ | _____                     |
| _____ | _____         | _____ | _____                     |
| _____ | _____         | _____ | _____                     |
7. Do you expect any additional occupants within the next year? \_\_\_\_\_
8. Present Address \_\_\_\_\_ City \_\_\_\_\_  
 State \_\_\_\_\_ Zip \_\_\_\_\_ Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_  
 \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Monthly rent \$ \_\_\_\_\_  
 Reason for leaving present address \_\_\_\_\_
9. Present Landlord \_\_\_\_\_ Phone \_\_\_\_\_  
 Present Landlord's Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_
10. Previous Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Monthly Rent \$ \_\_\_\_\_  
 Management Company \_\_\_\_\_ Leasing Office Phone # \_\_\_\_\_  
 \_\_\_\_\_
11. Has any Landlord sued for rent or possession? Yes \_\_\_\_\_ No \_\_\_\_\_  
 Name of Landlord \_\_\_\_\_
12. Employer \_\_\_\_\_ Occupation \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 \_\_\_\_\_  
 Phone \_\_\_\_\_ Ext \_\_\_\_\_ From (Date) \_\_\_\_\_ To (Date) \_\_\_\_\_  
 \_\_\_\_\_  
 Gross Weekly Salary \_\_\_\_\_ Gross Monthly Salary \_\_\_\_\_
13. Other Income \_\_\_\_\_ Other Income Source \_\_\_\_\_  
 \_\_\_\_\_
14. Previous Employer \_\_\_\_\_ Occupation \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 \_\_\_\_\_  
 Phone \_\_\_\_\_ Ext \_\_\_\_\_ From (Date) \_\_\_\_\_ To (Date) \_\_\_\_\_  
 \_\_\_\_\_  
 Gross Weekly Salary \_\_\_\_\_ Gross Monthly Salary \_\_\_\_\_ Other Income \_\_\_\_\_  
 \_\_\_\_\_
15. Are you now in the Military Service or a Military Dependent? \_\_\_\_\_
16. **In case of emergency, contact (please list at least two):**  

| Name  | Address |
|-------|---------|
| _____ | _____   |
| _____ | _____   |

Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_ Work Phone # \_\_\_\_\_ Relationship \_\_\_\_\_

Email Address: \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_ Work Phone # \_\_\_\_\_ Relationship \_\_\_\_\_

Email Address: \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_ Work Phone # \_\_\_\_\_ Relationship \_\_\_\_\_

Email Address: \_\_\_\_\_

17. Vehicles Owned: No 1: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Tag #/State \_\_\_\_\_  
 No 2: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Tag #/State \_\_\_\_\_  
 No 3: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Tag #/State \_\_\_\_\_

18. Do you have a pet?\* Yes \_\_\_\_\_ No \_\_\_\_\_ If so, what type? \_\_\_\_\_ Weight? \_\_\_\_\_

\*If you answered yes, you must provide a current photo, registration and vaccination papers prior to move in and execute a Pet Addendum.

19. This application is made, subject to approval of Realty Management Services, Inc., and may without designating cause be disapproved by them, it being agreed that any such disapproval shall not be considered a reflection upon applicant. This application is to be made a part of the lease entered into by the lessor and lessee.

20. Realty Management Services, Inc. reserves the right to refuse to lease if I have been evicted, broken a prior lease, been declared bankrupt within the past year, been foreclosed upon, been sued for non-payment of rent or damage to a rental property, convicted of certain crimes, arrested for certain crimes where a trial is pending or if I am listed by a police agency as a fugitive or terrorist. Therefore, I \_\_\_ have \_\_\_ have not been evicted or asked to move out or foreclosed upon; I \_\_\_ have \_\_\_ have not broken a rental agreement or a lease; I \_\_\_ have \_\_\_ have not been declared bankrupt; I \_\_\_ have \_\_\_ have not been sued for non-payment of rent or damage to a rental property; I \_\_\_ have \_\_\_ have not been convicted of a felony or any crime involving violence, drugs, damage to property or a sex related crime; I \_\_\_ have \_\_\_ have not been arrested for any of the foregoing offenses where a trial is pending; and I \_\_\_ have \_\_\_ have not been registered (or under consideration for registration) as a sexual predator or offender.

\_\_\_\_\_  
*Signature of Applicant* *Date*

21. Each applicant for whom a credit/criminal check is run is required to pay the sum of \$\_\_\_\_\_, in consideration for Lessor taking the apartment off the market while considering approval of this application. Of this amount, \$32.00 per applicant per individual credit report is a non-refundable fee for processing the application. \_\_\_\_\_ *Initials*
22. I am aware that if I rent \_\_\_\_\_, which is an apartment (circle one) on notice to vacate/under construction, there is a possibility that (circle one) the current resident may extend their notice/construction may not be complete, causing my move-in date to be extended or the apartment to be changed to another location or they may move early causing my move-in date to be early. \_\_\_\_\_ *Initials*
23. The truth of the information contained herein is essential, and if Realty Management Services, Inc., deems any answer or statement herein to be false, or misleading, it shall be considered that any lease granted by virtue of this application may be cancelled at their option. If the applicant cancels this application for any reason after making this application, Realty Management Services, Inc., will retain only that portion of the fees actually expended for a credit check or other expenses arising out of the application, and shall return that portion of the fees not actually expended on behalf of the resident(s) making application.
24. I hereby affirm that my answers to the foregoing questions are true and correct, and that I have not knowingly withheld any fact or circumstance which would, if disclosed, affect my application unfavorably. As an inducement to enter into the lease, I authorize you to verify any and all information contained in this application and to inquire into my character, general reputation, personal characteristics and mode of living, and I release all concerned from any liability in connection with any information they give. I have also been advised that I have the right, under Section 606(b) of the Fair Credit Reporting Act, to make a written request, within a reasonable time, for a complete and accurate disclosure of the nature and scope of any investigation.
25. Management may not carry insurance to protect against any loss of your personal property. You agree that all personal property kept in the Apartment shall be kept solely at your risk. You must, at your own expense, during the Lease Term or any renewal or extension thereof, maintain renter's liability insurance in the amount of \$100,000.00 to protect you and all Occupants of the Apartment against personal liability for losses incurred by third parties, including but not limited to Management, for property damage, costs related to property damage, and injury or death to third persons. The insurance is to be carried by one or more insurance companies authorized or admitted to do business in Maryland. The insurance policy(ies) must cover both you and Management (but only as a result of representing the owner of the Apartment) and name both Management and you as insureds. The policy(ies) must provide that any proceeds for loss or damage to buildings, structures or improvements are payable solely to Management. The policy(ies) must also provide that any proceeds for loss or damage to your personal property kept in or about the Apartment are payable solely to you. You must furnish Management with certificates of all insurance required by this paragraph. If you fail to provide the certificates when Management delivers possession of the Apartment to you, or if you allow any insurance required under this paragraph to lapse, or to be suspended or cancelled, such failure, lapse, suspension or cancellation shall constitute a substantial and material breach of your Lease warranting your eviction and entitling Management to exercise any and all legal remedies. You and your insurance company shall immediately notify Management, in writing, of any cancellation, suspension, or lapse of any insurance coverage addressed in this paragraph. Your right to possession of the Apartment is contingent upon you obtaining and maintaining the insurance provided for in this paragraph, and providing Management certificates of required insurance.
26. I hereby expressly authorize Realty Management Services, Inc., its agents, successors and assigns ("Management"), at Management's discretion and expense, to obtain updated credit/criminal reports regarding my credit history during the period of my tenancy. I hereby expressly release Management, and any provider of information, from any liability resulting from the use, procurement, or furnishing of such information. Moreover, in the event that I am indebted to Management at the termination of my tenancy, I expressly authorize Management to obtain updated credit reports regarding my credit history in order to collect any balance due and owing from me to Management.

27. Management shall be entitled to perform background checks from time to time, including criminal background checks, on all Applicants, Residents and Occupants. If any Resident or Occupant is found to have an unsatisfactory criminal history, such history shall constitute a material and substantial breach of the Lease warranting termination and eviction of Residents and all Occupants.

\_\_\_\_\_  
**Signature of Applicant** **Date**

28. Applicant/Resident authorizes Landlord, its agents and employees to provide copies of or make this application and lease file available for inspection to Landlord's contractors and any properly authorized third-party auditors or investigators. Applicant/Resident consents to Landlord (as well as Landlord's agents, employees, contractors and properly authorized third-parties) auditing Applicant/Resident's files for any legal purpose, including, but not limited to, ensuring/monitoring compliance with any federal, state or local law or regulation or any regulation(s) in effect and applicable to Landlord by virtue of Landlord's receipt of subsidized rent, financing arrangements or tax credit programs.

\_\_\_\_\_  
**Signature of Applicant** **Date**

**HOW DID YOU HEAR ABOUT US?**

|  |                  |                    |                     |
|--|------------------|--------------------|---------------------|
| Apartment Guide                          | Move.com         | Rent.com           | Sign/Drive By       |
| For Rent Magazine                        | Apartments.com   | Apartmentguide.com | Para Rentar         |
| Washington Post                          | MyNewPlace.com   | Express Newspaper  | Military            |
| Penny Saver                              | SearchMyApt.com  | Craig's List       | Transfer            |
| Apartment Showcase                       | Diamondback      | Realtyapts.com     | NPEP.com            |
| Gazette                                  | ForRent.com      | Relocation Central | 4WallsinDC.com      |
| Peoplewithpets.com                       | Facebook         | eblast             | Chamber of Commerce |
| Apartment Showcase.com                   | Recgov.org       | Yourmilitary.com   | Apartmentcities.com |
| Banner                                   | R & W Newsletter | Laurel Leader      | Other: _____        |
| Resident Referral (Name & Address) _____ |                  |                    |                     |

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Date**

Advance Rental  
 Deposit Paid: \$ \_\_\_\_\_  
 Form of Payment \_\_\_\_\_

Application  
 Processing Fee Paid: \$ \_\_\_\_\_  
 Form of Payment \_\_\_\_\_

Approved:        YES        NO

\_\_\_\_\_  
**Property Manager**

\_\_\_\_\_  
**Date**