

**UPSTATE MANAGEMENT OF NY LLC**  
**1719 Burnet Ave., Syracuse NY 13206**  
**T 315-449-1988, F 315-449-1986 www.upstatecos.com**  
**application@upstatecos.com**

**Rental Application**

Address: \_\_\_\_\_ Apt. # \_\_\_\_\_ Date of Application: \_\_\_\_/\_\_\_\_/\_\_\_\_

Applicant Information

Name: \_\_\_\_\_

Social Security # please provide via phone for security Telephone # (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_ Drivers License # \_\_\_\_\_ State: \_\_\_\_\_

Current Address: \_\_\_\_\_

Guarantor/ Co-Applicant Information

Name of Guarantor: \_\_\_\_\_

Social Security # please provide via phone for security Telephone # (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_ Drivers License # \_\_\_\_\_ State: \_\_\_\_\_

Current Address: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Approximate Yearly Income: \$ \_\_\_\_\_ Years at Current Address: \_\_\_\_\_

Conditions & Information

All pages of this lease application must be signed by all persons who will sign the lease. Additional Applicant information is on page 2.

The completing of this application by Tenant and the acceptance of this application by Landlord creates no obligation of Landlord to approve the application.

This application will be approved or rejected within five (5) days of being submitted to the landlord. However, there is no obligation of Landlord to notify tenant unless the application is approved.



If this application is approved, Tenant must make the payments stipulated in the lease and sign the lease before the tenancy begins.

Landlord complies with all Federal, State and Local laws regarding discrimination and does not discriminate based upon age, sex, race, marital status, religion, national origin, or other prohibited classifications.

**Additional Applicant Information**

Have you ever broken a lease or been evicted from any type of housing? \_\_\_ if yes, please explain (you may use the back of this form if necessary). Minimum Occupancy expected \_\_\_\_\_.

Have you ever been convicted of a felony? \_\_\_ if yes, please explain (you may use the back of this form if necessary).

Name all people who will reside in apartment:

Name	Relationship to Applicant	Age

Present address: \_\_\_\_\_, City \_\_\_\_\_, State \_\_\_\_\_, zip \_\_\_\_\_

How long? \_\_\_ Reason for leaving: \_\_\_\_\_

Name of owner/landlord: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

Please provide previous address if at current address for less than 5 years.

Previous address: \_\_\_\_\_, City \_\_\_\_\_, State \_\_\_\_\_, zip \_\_\_\_\_

How long? \_\_\_ Reason for leaving: \_\_\_\_\_

Name of owner/landlord: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

Motor Vehicle Information:

Year	Make/Model	Color	Tag #
_____	_____	_____	_____

Person to notify in case of emergency: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Personal References:

Name & Address: \_\_\_\_\_

Phone# \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

Name & Address: \_\_\_\_\_

Phone# \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

**ALL applicants and guarantor/co-applicants must attach a copy of their driver's license or non-driver identification card.**

**Acknowledgment and Consent to Credit Check and Background Check:**

I understand there is a fee of \$20.00 to process per applicant for this rental application. I understand this is a non-refundable deposit and will not be applied to any future rent or security deposit. I/We authorize that the landlord or the agent of the landlord, the right to process the application for the purpose of obtaining a rental lease or agreement. I hereby authorize landlord to order and review any credit and/or criminal history report for the purpose of obtaining a rental lease. The guarantor affirms that all of the information in this credit application is true and complete, whether completed by the applicant( and/or guarantor or by the landlord direct of the applicant(s). The undersigned makes the foregoing representations knowing that if any of such proves false, Landlord at his option may cancel and annul any lease given in reliance upon such information. Credit and criminal history and investigate the accuracy of the information contained in the application. I/We further authorize all banks, employers, creditors, and references and any and all other persons to provide to landlord any and all information concerning my/our credit.

By your signature, you agree the information disclosed on this application is true, complete and accurate. You agree that the information disclosed shall be used by the landlord with respect to granting or denying your application to enter into a lease.

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

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