

WOLFE AND TAYLOR, INC

1216 Pickens Street

Columbia, SC 29201

(803) 771-4567

RENTAL ADDRESS \_\_\_\_\_ DATE \_\_\_\_\_

DESIRED MOVE IN DATE \_\_\_\_\_ RENT AMOUNT \$ \_\_\_\_\_

APPLICANT INFORMATION

NAME \_\_\_\_\_ EMAIL \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ SSN \_\_\_\_\_ PHONE # \_\_\_\_\_ DL# \_\_\_\_\_

SPOUSE'S NAME \_\_\_\_\_ EMAIL \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ SSN \_\_\_\_\_ PHONE # \_\_\_\_\_ DL# \_\_\_\_\_

Names and ages of occupants:

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

CURRENT ADDRESS \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Landlords Name \_\_\_\_\_ Landlords # \_\_\_\_\_

Monthly Rent \_\_\_\_\_ Dates There \_\_\_\_\_

PREVIOUS ADDRESS \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Landlords Name \_\_\_\_\_ Landlords # \_\_\_\_\_

Monthly Rent \_\_\_\_\_ Dates There \_\_\_\_\_

**EMPLOYMENT HISTORY: \*\*YOU MUST PROVIDE 2 CURRENT PAY CHECK STUBS OR LES FOR MILITARY\*\***

**\*\*IF SELF-EMPLOYED YOU MUST PROVIDE THE PREVIOUS YEARS TAX RETURN\*\***

**\*\*INCOME REQUIREMENT IS 3x THE MONTHLY RENT IN YOUR GROSS MONTHLY INCOME!!\*\***

Present Employer \_\_\_\_\_ Supervisor \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Length of Employment \_\_\_\_\_ Occupation \_\_\_\_\_ Monthly Salary \_\_\_\_\_

(IF MILITARY: Company name, address, and Commander's name & number ARE REQUIRED)

Previous Employer (If less than 1 year) \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Length of Employment \_\_\_\_\_ Occupation \_\_\_\_\_ Monthly Salary \_\_\_\_\_

Spouse Employer \_\_\_\_\_ Supervisor \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Length of Employment \_\_\_\_\_ Occupation \_\_\_\_\_ Monthly Salary \_\_\_\_\_

UTILITIES are the resident's responsibility and arrangements must be made through the local electric company (SEC&G/Mid-Carolina/Fairfield Electric) & water company (City of Columbia/West Columbia/Cayce/Town of Lexington/Carolina Water) if the sewer company is other than City of Columbia, the monthly fee will be added to your monthly rent.

A SECURITY DEPOSIT of \$\_\_\_\_\_ must accompany this application (money order or certified check.) Should we be unable to process your application, your SECURITY DEPOSIT will be returned immediately. **\*\*In the event your application is approved but you decide not to execute the lease, SECURITY DEPOSIT is forfeited.** Applicant understands that upon submitting this rental application along with the required deposit, the chosen apartment/house is taken off the rental market and is hereby reserved for them. The SECURITY DEPOSIT serves the following two (2) purposes: (1) It serves as assurance that you will remain in the apartment for the minimum 12 month lease period; and (2) it serves as assurance that no damages to the apartment occur. **The SECURITY DEPOSIT is automatically forfeited in the event either of the above two provisions is not complied with.**

**\*\*ALL OF OUR PROPERTIES ARE NON-SMOKING\*\***

**\*\*If Pets are allowed there is a \$250.00 non-refundable Pet Fee (per pet).**

\*\*\*\*\*  
Will a pet be residing with you? Yes \_\_\_\_\_ No \_\_\_\_\_ ; How Many? \_\_\_\_\_ Type \_\_\_\_\_  
Breed \_\_\_\_\_ (no "aggressive breeds" allowed) Weight \_\_\_\_\_  
\*\*\*\*\*

Non-refundable Lease Processing and Administrative Fee of \$50 for rent of \$0-\$600 and \$100 for rent of \$600 and above per applicant is due at the time you sign and execute your lease.

**\*\*Applicant further understands that a NON-REFUNDABLE APPLICATION FEE of \$40 per single adultP or \$60 for a married couple or with a co-signer, will accompany this application. (Money order or certified check only) \*\*NO Personal Checks.**

**SECURITY DEPOSIT AND APPLICATION FEE MUST BE IN TWO (2) SEPARATE MONEY ORDERS**

IN CASE OF EMERGENCY, PLEASE NOTIFY:

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE # \_\_\_\_\_ RELATION \_\_\_\_\_

\*\*\*\*\*  
DATE \_\_\_\_\_ APPLICANT'S SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_ SPOUSE/CO-APPLICANT \_\_\_\_\_

DATE \_\_\_\_\_ WITNESS \_\_\_\_\_

\*\*\*\*\*  
The signature's above hereby authorizes Wolfe and Taylor, Inc. to acquire employment verification, salary verification, rental history, and credit history.  
\*\*\*\*\*

Office use ONLY: Minimum income required \$ \_\_\_\_\_ Approved \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_