

DBCLT _____
Palm Manor _____
SW 12th Apts _____

Rental Application Checklist

Applicant: _____

Co-Applicant: _____

Date Submitted: _____

Required Application & Documents:	Documents Submitted		Date Received
Rental Application	Yes	No	
Credit report/Background Check	Yes	No	
Application Fee: \$75.00 (Only accept money orders)	Yes	No	

Required Identification:	Documents Submitted		Date Received
Copy of Driver(s) License for all adults	Yes	No	
Social Security Card for all Household members	Yes	No	

Required Financial Documents:	Documents Submitted		Date Received
Verification of Employment Form/ Copies of paystub (6 weeks)	Yes	No	
Verification of Social Security Benefits Form	Yes	No	
Verification of Retirement/Veterans Administration Benefits Form	Yes	No	
Current Landlord Information	Yes	No	

Calls Made	Date Made
Current Landlord	

Recommendation		
Evelyn Dobson	Date _____	Approve _____ Deny _____

**By signing below I/we understand that the \$50 Application fee is nonrefundable.
My/our signature also acknowledges that the submittal of an application is not a guarantee
of approval.**

Applicant

Co-Applicant