



Sterling Land Company



CO-SIGNER RENTAL APPLICATION

4611 Bayard Street
Pittsburgh, PA 15213

Phone (412) 682-5000
Fax (412) 682-4834

Please take your time and fill out this application thoroughly to insure timely processing. Processing *cannot* begin until a completed application is signed and is returned. **Application fee is non-refundable**

THIS SECTION MUST BE FILLED OUT:

Agent _____ Property Address _____

Unit No. _____ Rent \$ _____ Utilities \$ _____

Relationship to Tenant _____ Lease Start Date _____ Lease End Date _____

Your Personal Information

Full Name _____

Date of Birth _____ Social Security Number _____

Driver's License No. & State _____ Phone No. _____

Email _____

Marital Status: Married Divorced Single Sex: Male Female

Your Residence History

1. CURRENT ADDRESS _____

City _____ State _____ Zip _____

Rent or Own _____

If Rent, Landlord _____

Landlord's Phone No. _____ Landlord's Fax No. _____

Landlord's Email _____

Monthly Payment \$ _____ Reason for Moving _____

At Current Address/Date From: _____ To: _____

If Own, Mortgage Company _____

Mortgage Co. Phone No. _____ Mortgage Co. Fax No. _____

Mortgage Co. Email _____

Monthly Payment \$ _____ Reason for Leaving _____

At Current Address/Date From: _____ To: _____

PLEASE ANSWER THE FOLLOWING QUESTIONS:

Have you ever been denied credit in the past twelve months? Yes No

Have you been delinquent with any creditor longer than 60 days? Yes No

Have any creditors requested the assistance of a collection agency or attorney to assist in the collection of past due monies against you? Yes No

Have you ever been sued by a creditor for past due monies? Yes No

Have you ever moved owing rent to a previous landlord? Yes No

Have you ever been listed as a sex/sexual predator or offender under any law or on any registry? Yes No

ALL APPLICATION FEES ARE NON-REFUNDABLE

Your Employment Information

Present Status: Employed Full-Time Part-Time Not Employed Retired

1. PRESENT EMPLOYER

Employer's Address _____

Supervisor: _____ HR Contact: _____

Phone _____ Phone _____

Fax _____ Fax _____

Email _____ Email _____

Position Held _____ Department _____

Gross Monthly Income \$ _____ Dates Employed; From: _____ To: _____

2. PREVIOUS EMPLOYER

Employer's Address _____

Supervisor: _____ HR Contact: _____

Phone _____ Phone _____

Fax _____ Fax _____

Email _____ Email _____

Position Held _____ Department _____

Gross Monthly Income \$ _____ Dates Employed; From: _____ To: _____

I UNDERSTAND THAT PERSONAL PROPERTY AND LIABILITY INSURANCE ARE MY RESPONSIBILITY. THE OWNER AND MANAGER DO NOT INSURE ME OR MY GUESTS' PERSONAL PROPERTY AND WELL-BEING. RENTER'S INSURANCE IS REQUIRED.

I hereby declare that the above information is accurate and do hereby permit Sterling Land Company to investigate my credit and other relevant information. It is also agreed and understood that:

- a. Any falsifications or misrepresentations made on this rental application shall make this application and any subsequent lease agreement subject to cancellation at the option of Landlord;
- b. The Security Deposit shall be returned only upon credit rejection of application;
- c. There is a **\$25.00 non-refundable application fee** due with the signed application form;
- d. **If I decide that I do not wish to sign a lease for the apartment, I must notify the Leasing Department within 24 hours of date below and that if I fail to do so, I will forfeit my Security Deposit.**

Signature

Date

UPON RECEIPT OF RENTAL APPLICATION, ALL SUPPORTING DOCUMENTS MUST BE RECEIVED BY THE OFFICE WITHIN 72 HOURS OR THE APARTMENT/UNIT WILL BE PUT BACK ON THE MARKET.

RENTER'S INSURANCE IS MANDATORY TO MOVE IN.
RENTER'S INSURANCE MUST BE TURNED IN WHEN YOU COME TO GET YOUR KEYS AND SIGN YOUR LEASE.

SUPPORTING DOCUMENTS NEEDED

CO-SIGNERS

1.) AMERICAN CO-SIGNER

- Signed application
 - Driver's License (Copy)
 - Proof of Income:
 1. **2 recent pay stubs**. If Retired or Self-Employed, previous year's W-2 and Tax Return. If recently employed, Company Offer Letter stating income/salary.
 - **\$25.00 application fee; make check payable to "STERLING LAND COMPANY"**
-

2.) NON-AMERICAN CO-SIGNER

- Signed Application
- Passport ID (Copy)
- Proof of Income:
 1. **2 recent pay stubs**. If Retired or Self-Employed, previous year's W-2 and Tax Return. If recently employed, Company Offer Letter stating income/salary.
- **\$25.00 application fee; make check payable to "STERLING LAND COMPANY"**