



# 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**

## Income Information

Present Status:  Employed Full-Time  Employed Part-Time  Retired

### **If you are currently Employed**

**EMPLOYMENT**  Full-Time  Part-Time

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

Employer's Address \_\_\_\_\_

Supervisor: \_\_\_\_\_ HR Contact: \_\_\_\_\_

Phone \_\_\_\_\_ Phone \_\_\_\_\_

Fax \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

Position Held \_\_\_\_\_ Department \_\_\_\_\_

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

### **If you are Retired**

**IF RETIRED**

Social Security Benefits \_\_\_\_\_ Monthly Amount \_\_\_\_\_

Retirement 401-K Institution \_\_\_\_\_ Monthly Amount \_\_\_\_\_

Pension Fund \_\_\_\_\_ Monthly Amount \_\_\_\_\_

Other Sources of Income \_\_\_\_\_ Monthly Amount \_\_\_\_\_

**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 STERLING LANDS ACCEPTANCE OF THIS SIGNED CO-SIGNER APPLICATION, APPLICANT HAS 48 HOURS TO RETURN ALL SUPPORTING DOCUMENTS INCLUDING CHECKS TO THE RENTAL OFFICE OR THE APARTMENT WILL BE PUT BACK ON THE MARKET.**

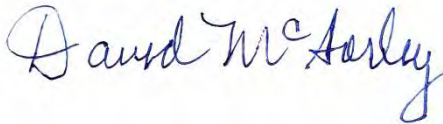
**RENTER'S INSURANCE IS MANDATORY TO MOVE IN.  
RENTER'S INSURANCE MUST BE TURNED IN WHEN YOU COME TO GET YOUR KEYS AND SIGN YOUR LEASE.**

**STERLING LAND COMPANY**  
4611 Bayard Street  
Pittsburgh, PA 15213  
Phone: 412-682-5000, Fax: 412-682-4834

**PRIVACY POLICY**

**We collect information from you when you make an application to rent an apartment from Sterling Land Company owned apartments. When making application you may be asked for your email address, date of birth, social security number, driver's license number and other information to properly secure your credit standing. Your information, whether public or private, will not be sold, exchanged or transferred or given to any other company for any reason whatsoever without your consent. We do not sell, trade or otherwise transfer to outside parties any of your personal information.**

**Sterling Land Company**



**David McSorley, President**

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

# 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"**
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### 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"**