

Mainely Rentals, Inc.  
17 State Street  
P. O. Box 580  
Castine, Maine 04421  
(207) 326-4246  
www.mainelyrentals.com  
info@mainelyrentals.com

**LONG-TERM LEASE APPLICATION**  
**(GREATER THAN 90 DAYS)**

Application Date \_\_\_\_\_  
Desired Lease Start Date \_\_\_\_\_ Desired Lease End Date \_\_\_\_\_  
Full Name \_\_\_\_\_  
Social Security Number \_\_\_\_\_  
Driver's License Number \_\_\_\_\_ State of Issue \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Marital Status (Optional) \_\_\_\_\_  
Phone \_\_\_\_\_ Cellular \_\_\_\_\_  
Email \_\_\_\_\_

**RESIDENCY INFORMATION**

Present Address \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Own          Rent    (circle one)          Monthly Payment \_\_\_\_\_

Landlord's Name (If Applicable) \_\_\_\_\_  
Landlord's Address: \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_

Previous Address \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_

**VEHICLE INFORMATION**

Make/Model/Color of Vehicle \_\_\_\_\_  
License Plate Number \_\_\_\_\_ State of Issue \_\_\_\_\_

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**EMPLOYMENT/STUDENT INFORMATION**

**Present Employer/School** \_\_\_\_\_

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

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

Phone \_\_\_\_\_

Position/Class \_\_\_\_\_ Supervisor/Advisor \_\_\_\_\_

Gross Annual Salary \_\_\_\_\_

Employment Date: From \_\_\_\_\_ To \_\_\_\_\_

**Previous Employer/School** \_\_\_\_\_

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

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

Phone \_\_\_\_\_

Position/Class \_\_\_\_\_ Supervisor/Advisor \_\_\_\_\_

Gross Annual Salary \_\_\_\_\_

Employment Date: From \_\_\_\_\_ To \_\_\_\_\_

Other Income \$ \_\_\_\_\_ Source \_\_\_\_\_

NOTE: Alimony, child support, or separate maintenance need not be revealed if applicant does not choose to have it considered as income.

**EMERGENCY CONTACT INFORMATION (Must be persons not living with you)**

Name \_\_\_\_\_

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

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

Phone(s) \_\_\_\_\_

Relationship: \_\_\_\_\_

Name \_\_\_\_\_

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

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

Phone(s) \_\_\_\_\_

Relationship: \_\_\_\_\_

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APPLICANT certifies and represents that all information on this application is correct; that applicant is not breaking a lease, that all rent/mortgage payments have been paid in a timely fashion; that no notices of Lease Termination or Eviction have been received; that bankruptcy has not been filed for within the past five (5) years, and applicant is presently financially solvent; and, that no adverse credit information is on record except as follows: \_\_\_\_\_

APPLICANT understands that:

- The actual date of possession is subject to the previous tenant promptly vacating and completion of preparation of the premises for applicant's occupation.
- A Certificate of Renter's Insurance is required from Lessee at lease signing;
- A photo ID will be required prior to lease signing; after application has been approved;
- Any false information will constitute grounds for rejection of the application.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

#### APPLICATION FEE

APPLICANT is submitting the sum of \$ \_\_\_\_\_, which is non-refundable payment for a background/credit check and processing fee, receipt of which is acknowledged by LESSOR. In the event this application is disapproved, this sum will be retained by LESSOR to cover the cost of processing the application. This application must be signed before it can be processed by LESSOR.

#### DEPOSIT

APPLICANT IS DEPOSITING \$ \_\_\_\_\_ with LESSOR as a Deposit in connection with this Lease Application **intending to be legally bound, applicant and lessor** agree that the APPLICANT shall be entitled to a refund of the deposit, if and only if the LESSOR is notified in writing within 5 days of the signing of this APPLICATION, of APPLICANTS intention to cancel. Should APPLICANT fail to notify LESSOR of cancellation within 5 days, in writing, LESSOR will retain all deposit monies as liquidated charges for withdrawing this unit from the rental market. If for any reason LESSOR decides to decline this application, the Deposit will be refunded in full.

(Applicant Initial) \_\_\_\_\_ (Lessor Initial) \_\_\_\_\_

#### CREDIT CARD AUTHORIZATION

APPLICANT authorizes LESSOR to charge credit card Visa or MC (please circle)  
Number \_\_\_\_\_ Exp Date \_\_\_\_\_ CVV2 Code \_\_\_\_\_  
for Application Fee \$ \_\_\_\_\_  
and Deposit \$ \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

#### AUTHORIZATION TO OBTAIN/VERIFY INFORMATION

APPLICANT authorizes LESSOR to verify the accuracy of all statements in this application, and also authorizes all employers, school administrator/officials, previous landlords, and creditors to release all information concerning applicant or applicant's account(s) for the purpose of verifying this application and/or determining applicant's ability to afford the contractual obligations of the lease. This authorization shall continue during the term of the lease or any renewal of the lease.

Applicant releases all persons delivering this information from any inadvertent error.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

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### CRIMINAL HISTORY SEARCH

We perform criminal background checks in accordance with applicable federal and state laws. Your signature below authorizes us to check for any arrests or convictions. You will be required to answer the questions below stating whether you have been convicted of, or arrested for, a crime. If the answer is yes, you will be required to state what the crime was, when and where it occurred and the disposition of the charge. An unsatisfactory criminal background check revealing a serious charge including, but not limited to, conviction of a felony or deferred adjudication of a felony will result in denial of your application. However, not all crimes will result in your application being disqualified. Crimes that result in a denial of residency are those which pose a significant threat to the health, safety and welfare of persons living and working in our community, taking into account not only the type of crime but also the circumstances under which it occurred. In the event the criminal background check reveals any pending criminal cases, we may offer residency conditionally upon dismissal or favorable resolution of the charge. Upon conviction, the Lease Agreement will be terminated immediately. Your application for residency will be rejected if a criminal background check reveals any outstanding warrants for your arrest, a listing as a Sexual Predator or Offender, felony convictions, convictions for any of the misdemeanor offenses listed below within the last ten years, pending felony charges, guilty pleas or no contest pleas to any felony or any of the following misdemeanors: burglary, attempted burglary of a vehicle, attempted theft of a person, attempted theft over \$200.00, criminal mischief over \$200.00, unlawful carrying of a weapon, pornography, physical assault, sexual assault, enticing, injury to or obscenity with a child, cruelty to animals, forgery, terror threat, obscenity, indecent exposure and/or sexual molestation.

The fact that we perform criminal background checks does not mean that this community and its residents are free from crime. Verification of the accuracy of information supplied to or made available to us by applicants and credit/criminal reporting services is limited. In order to perform the criminal background check, we may require that you provide us with a copy of a driver's license and/or a photo identification card that also verifies your date of birth. Your signature below authorizes us to obtain from you that identification.

I authorize Mainely Rentals Inc, and/or its agent, to contact, either orally or in writing, any third parties to obtain information deemed necessary to complete the Criminal Background Check. I specifically authorize Mainely Rentals Inc, to obtain information from any national, state or local law enforcement agency, including US Military authorities concerning my conduct, including any Criminal History Records or Motor Vehicle Records.

Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

Drivers License Number and State of Issue \_\_\_\_\_

Date of Birth \_\_\_\_\_

Present Address \_\_\_\_\_

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

Have you ever been convicted of a felony or misdemeanor? YES or NO (circle one)

If yes, state charges, the State and County of Record and the year that it occurred: \_\_\_\_\_

\_\_\_\_\_

Current Disposition of Charge(s): \_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_