

Report Request Ordering Form



Phone: 800.324.3681
FAX Requests to: 1-800-324-4595

Client/Customer Account Number: 241995288

Name of Requestor: Pet Murray

Client/Customer Name: Murray Agency

Phone: 724-452-4513

Fax: 724-452-4516

Address: 223 S. Main St. Zelienople, PA. 16063

Return Options:

Fax Back ☒

Mail Back ☐

(Please select either package product(s))

Credit ☒

Crim/Conviction ☒

Property Records/Evictions ☒

(Please include complete City, State, and Zip Code)

PRINT ONLY:

Applicant Name: _____

DOB: (required) _____

SSN: _____ - _____ - _____

Current Address: _____

CITY

ST

ZIP

Current Landlord's Name/Phone Number: _____

Former Address: _____

Employer Name/Phone Number: _____

(If joint report, please give co-applicant information)

Co-Applicant Name: _____

DOB: (required) _____

SSN: _____ - _____ - _____

Current Address: _____

CITY

ST

ZIP

Current Landlord's Name/Phone Number: _____

Former Address: _____

Employer Name/Phone Number: _____

I authorize The Murray Agency to obtain a copy any/all consumer reports requested above.
(Name of Company)

X _____
Applicant's Signature

Date

X _____
Co-Applicant's Signature

Date

With this credit application, a holding deposit will be taken to reserve the designated unit off the market until you move in. The holding deposit will be applied toward your security deposit, which is fully refundable at time of move out, depending upon the condition of the unit, rent due and/or other financial obligations incurred at the time of your move out.

If your application is denied because of credit or income problems, the holding deposit will be returned. If you should decide not to rent the unit, the holding deposit is **non-refundable**.

You will be required to pay the first month's rent and security deposit in advance.

After signing a Lease Agreement with the Murray Agency, Inc., you are liable to report to us within 48 hours with a change of phone number(s) and/or place of employment.

DISCLOSURE AND AUTHORIZATION

The undersigned declares that the information on this rental application is true and correct, and understands that false statements may result in rejection of this and any future applications for housing which we manage. The undersigned does further understand that all persons or firms named may freely give any requested information concerning me, and I hereby waive all right to action for any consequences resulting from such information. By my signature below, I authorize the investigation and release of the information on all statements contained herein, including but not limited to a credit check, to the Murray Agency, Inc. and/or its principal and/or the owner of any property which I am applying to occupy.

I further understand and agree that Murray will rely upon this Rental Application as an inducement for entering into a rental agreement or lease and I warrant that the facts contained in this application are true. If any facts prove to be untrue, Murray may terminate my tenancy immediately and collect from me any damages incurred including reasonable attorneys fees resulting there from.

You are also herein notified that a negative credit report reflecting your credit record may be submitted in the future to a credit reporting agency if you fail to fulfill the terms of your rental obligations or if you default in those obligations in any way.

The Murray Agency, Inc. welcomes all applicants and supports Fair Housing. We do not refuse to lease or rent any housing accommodations or property nor in any other way discriminate against a person because of sex, marital status, race, creed, religion, age, familial status, physical or mental handicap, color or nation origin.

Notice of the contractual relationship between the Property Owner and Murray Agency, Inc.: The Murray Agency, Inc. is an exclusive agent of the Property Owner and represents the Property Owner's interest in any and all rental transactions.

Applicant Signature _____ Date _____ Time _____

Applicant Signature _____ Date _____ Time _____

Received by: _____ Date _____ Time _____

CONSUMER NOTICE FOR TENANTS

RA

THIS IS NOT A CONTRACT

(Not to be used when licensee is subagent for the landlord, agent for the tenant or transaction licensee. In these situations the full Consumer Notice must be used.)

1 (Licensee) _____ hereby states that with respect to this property (describe property),
2 _____, I am acting in the following capacity: (check one)

- 3 ☐ (i) Owner/Landlord of the Property;
4 ☐ (ii) A direct employee of the Owner/Landlord; OR
5 ☐ (iii) An agent of the Owner/Landlord pursuant to a property management or exclusive leasing agreement.

6 I acknowledge that I have received this Notice:

7 Date: _____
8 _____
9 _____
10 _____
11 _____
12 _____
13 _____
14 _____

15 I certify that I have provided this Notice: _____
16 _____ (Licensee) _____ (Date)

RENTAL APPLICATION

This form recommended and approved for, but not restricted to use by, the members of the Pennsylvania Association of REALTORS® (PAR).

Provide at least two years of history in Sections 1 & 2. Fill out all sections completely.
Attach additional sheets if more space is needed. Please type or print all information clearly.

PROPERTY INFORMATION

21 Address _____
22 _____
23 Utilities Paid By Landlord: _____
24 Utilities Paid By Tenant: _____
25 Move-in Date _____ Term _____ Monthly Rent \$ _____ Application Fee \$ _____
26 Deposits \$ _____ Other \$ _____
27 ☐ See Advance Payment Addendum for additional information

1. APPLICANT INFORMATION (Attach Photo ID)

29 APPLICANT 1 ☐ Check here if additional information is attached
30 Full Name _____
31 Is Applicant at least 18 years old? ☐ Yes ☐ No
32 Social Security Number _____
33 Driver's License No./State _____
34 Home Phone _____ Work Phone _____
35 Present Address & ZIP _____
36 _____ ☐ Own ☐ Rent
37 From: _____ To: _____ Rent/Mortgage \$ _____ /mo.
38 Landlord/Mortgage Co. Name & Phone _____
39 _____
40 Previous Address & ZIP _____
41 _____ ☐ Own ☐ Rent
42 From: _____ To: _____ Rent/Mortgage \$ _____ /mo.
43 Landlord/Mortgage Co. Name & Phone _____
44 _____
45 In case of emergency, contact _____
46 Relationship _____ Phone(s) _____

APPLICANT INFORMATION (Attach Photo ID)

APPLICANT 2 ☐ Check here if additional information is attached
Full Name _____
Is Applicant at least 18 years old? ☐ Yes ☐ No
Social Security Number _____
Driver's License No./State _____
Home Phone _____ Work Phone _____
Present Address & ZIP _____
_____ ☐ Own ☐ Rent
From: _____ To: _____ Rent/Mortgage \$ _____ /mo.
Landlord/Mortgage Co. Name & Phone _____

Previous Address & ZIP _____
_____ ☐ Own ☐ Rent
From: _____ To: _____ Rent/Mortgage \$ _____ /mo.
Landlord/Mortgage Co. Name & Phone _____

In case of emergency, contact _____
Relationship _____ Phone(s) _____

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Pennsylvania Association of REALTORS®

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4/05

48 **2. EMPLOYMENT INFORMATION**49 **APPLICANT 1** ☐ Check here if additional information is attached

50 Employer _____

51 City/State _____

52 Phone _____ Supervisor _____

53 Position _____

54 Gross Income: \$ _____ /mo. **OR**

55 \$ _____ /hr., for _____ hrs. per week (on average)

56 Employed From _____ To _____

57 ☐ **PROOF OF INCOME ATTACHED**

58 Previous Employer _____

59 City/State _____

60 Phone _____ Supervisor _____

61 Position _____

62 Gross Income: \$ _____ /mo. **OR**

63 \$ _____ /hr., for _____ hrs. per week (on average)

64 Employed From _____ To _____

EMPLOYMENT INFORMATION**APPLICANT 2** ☐ Check here if additional information is attached

Employer _____

City/State _____

Phone _____ Supervisor _____

Position _____

Gross Income: \$ _____ /mo. **OR**

\$ _____ /hr., for _____ hrs. per week (on average)

Employed From _____ To _____

☐ **PROOF OF INCOME ATTACHED**

Previous Employer _____

City/State _____

Phone _____ Supervisor _____

Position _____

Gross Income: \$ _____ /mo. **OR**

\$ _____ /hr., for _____ hrs. per week (on average)

Employed From _____ To _____

65 **3. OTHER INCOME** Alimony, child support, or separate maintenance income need not be revealed if Applicant does not wish to have
66 it considered as a basis for paying this obligation.67 ☐ Check here if additional information is attached

Applicant	Source	Monthly Amount

72 **4. BANK ACCOUNT INFORMATION**☐ Check here if additional information is attached

Applicant	Bank/Credit Union	Address/Branch	Account Number	Account Type	Balance

77 **5. LIABILITIES/MONTHLY PAYMENTS**☐ Check here if additional information is attached

Applicant	Lender/Creditor	Loan Number	Loan Type	Balance Due	Monthly Payment

82 **6. VEHICLE INFORMATION**☐ Check here if additional information is attached

Applicant	Make/Model	Year	Color	License Number/State

87 **7. OTHER OCCUPANTS (FULL)**☐ Check here if additional information is attached

88 _____ ☐ 18 or older _____ ☐ 18 or older

89 _____ ☐ 18 or older _____ ☐ 18 or older

90 **8. PETS**☐ Check here if additional information is attached91 Does any Applicant or Occupant own any pets? ☐ Yes ☐ No If yes, list and describe: (type, name, breed, age, weight, gender, etc):

92 _____

93 _____

94 _____

95 _____

☐ Check here if additional information is attached

9. OTHER INFORMATION

Applicant 1

Applicant 2

☐ Yes ☐ No ☐ Yes ☐ No
☐ Yes ☐ No ☐ Yes ☐ No
☐ Yes ☐ No ☐ Yes ☐ No
☐ Yes ☐ No ☐ Yes ☐ No
☐ Yes ☐ No ☐ Yes ☐ No

Have you ever declared bankruptcy or suffered foreclosure? If yes, list any payments: \$ _____
Have you been evicted or sued for unpaid rent or damages to leased property? _____
Have you ever refused to pay rent for any reason? _____
Have you ever been convicted of a felony or misdemeanor? _____
Have you at any time on or since January 1, 1998 been obligated to pay support under an order on record in any Pennsylvania county? If yes, list the County and the Domestic Relations File or Docket Number: _____

Amount \$ _____ Are you delinquent? _____

If you answered "yes" to any of the above questions, please explain: _____

10. CONDITION OF PROPERTY

The Property will be leased in the same condition as it is shown unless otherwise agreed to in writing in paragraph 11 below or in an attached addendum.

11. SPECIAL PROVISIONS

12. AUTHORIZATION Applicants authorize Landlord or Broker to obtain any information deemed necessary to evaluate this Application. This information may include, but is not limited to, credit reports, criminal history, judgments of record, rental history, verification of employment and salary, employment history, vehicle records, and licensing records. Broker may report to Landlord any information obtained by Broker for evaluation of the Application. Applicants acknowledge that all information in the Application is true and correct. Applicants acknowledge that if they present false or incomplete information Landlord may reject this Application. Applicants understand that giving false or incomplete information may result in forfeiture of any payments made in connection with this Rental Application.

I HAVE READ AND AGREE TO THE PROVISIONS AS STATED.

APPLICANT _____ **DATE** _____

APPLICANT _____ **DATE** _____

LANDLORD/BROKER (Company Name) _____

OFFICE ADDRESS _____

PHONE(S) _____ **FAX** _____ **E-MAIL** _____

AGENT/RECEIVED BY _____ **DATE** _____

FOR OFFICE USE ONLY

Landlord: _____

Employment: _____

Credit Report: _____

ID Verification: _____

Misc: _____

☐ **ACCEPTED**

☐ **REJECTED**

BY: _____

DATE: _____

NOTICES AND INFORMATION

CIVIL RIGHTS ACTS NOTICE

Federal and state laws make it illegal for a landlord, broker, or anyone to use RACE, COLOR, RELIGION or RELIGIOUS CREED, SEX, DISABILITY (physical or mental), FAMILIAL STATUS (children under 18 years of age), AGE (40 or older), NATIONAL ORIGIN, USE OR HANDLING/TRAINING OF SUPPORT OR GUIDE ANIMALS, or the FACT OF RELATIONSHIP OR ASSOCIATION TO AN INDIVIDUAL KNOWN TO HAVE A DISABILITY as reasons for refusing to sell, show, or rent properties, loan money, or set deposit amounts, or as reasons for any decision relating to the sale or lease of property. It is also an unlawful discriminatory practice to evict or attempt to evict an occupant of a housing accommodation before the end of the term of the lease because of the pregnancy or birth of a child.

FAIR CREDIT REPORTING ACT NOTICE

15 U.S.C. § 1681 et. seq.

If the Landlord or Broker denies your application based in whole or in part on any information contained in the consumer report authorized by paragraph 12 of this Application, the Landlord or Broker must provide you with oral, written or electronic notice of the denial, and must provide to you: (1) the name, address, and telephone number of the consumer reporting agency (including a toll-free telephone number established by the agency if the agency compiles and maintains files on consumers on a nationwide basis) that furnished the report, (2) a statement that the consumer reporting agency did not make the decision to deny the application and is unable to provide you with the specific reasons why your application was denied, (3) information about how to obtain a free copy of your consumer report from the consumer reporting agency, and (4) information about how to dispute the accuracy or completeness of any information in a consumer report furnished by the agency. If the Landlord or Broker denies your application because of information from a person other than a credit reporting agency (for example, an employer or prior landlord), the Landlord or Broker must provide you with notice about your right to make a written request to discover the nature of that information.