



525 St. Johns Avenue, SuiteA  
P.O. Box 1653  
Billings, Montana 59103  
Phone (406) 657-0500  
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todd@tailwindmgmt.com

# RENTAL APPLICATION

**APPLICANT NAME:** \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_

## **RENTING POLICIES & PROCEDURES**

**Tailwind Management, LLC**

Once you have selected and decided on a rental you must fill out our resident application form. There is a **\$20.00 APPLICATION FEE** (Money Order, Check or Cash), which covers the handling of your application and cost of your credit report. If you are financially supported by someone other than yourself or if you have poor/no credit, you will need to fill out a third party guarantee. There is a \$10.00 handling fee if a third party guarantee is required. These **FEES ARE NOT REFUNDABLE** and are due when the application is submitted. A photo ID will be requested at the time you submit this application for processing.

The following requirements will be considered in the approval process of all tenants:

1. **Sufficient Income** - Three times the rental amount per month. Income may be combined by multiple applicants.
2. **Verifiable Good Credit** - Credit references listed will be contacted, so please provide telephone numbers. Credit reports will be checked with a national credit bureau.
3. **Good Previous Rental History** - We will verify rental history with your two previous landlord(s). You must provide names and telephone numbers of prior landlord(s). Applications will not be approved if we cannot contact your prior landlord(s) or mortgage holder(s).
4. **Complete Application** - This four page application must be completed in its entirety. Failure to complete the entire application can result in a denial of the application.

We will try to process your application within 24 hours. Applications will not be pre-screened. Incomplete or falsified applications will be rejected. All applications submitted become the property of Tailwind Management, LLC. We cannot guarantee any unit you have seen to be available by the time your application is processed. We cannot be held responsible for any unit that is rented after you have seen it and turned in an application. All rentals are on a first approved basis.

If your application is approved and your move-in date is not immediate, a security deposit and first months rent will be taken in advance. The security deposit 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. **A larger security deposit and monthly pet rent will be required for pets.**

### **PLEASE REMEMBER TO:**

- \_\_\_ **Read Through the Entire Application**
- \_\_\_ **Supply ALL Necessary Phone #'s and Addresses**
- \_\_\_ **Complete Each Page of the Application and Sign Where Noted**
- \_\_\_ **Include Verification of Income Other Than Work: i.e. Trust Fund, SSI, Student Loans**
- \_\_\_ **Include a Copy of Your Drivers License or Valid State Identification**
- \_\_\_ **Pay the \$20.00 Application Fee**

## 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 Tailwind Management, LLC and/or it's principal and/or the owner of any property which I am applying to occupy.

I further understand and agree that Tailwind Management 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, Tailwind Management may terminate my tenancy immediately and collect from me any damages incurred including reasonable attorney's fees resulting therefrom.

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.

Beginning at the time that I tender a deposit for a property which I intend to lease, and Tailwind Management accepts such deposit, I agree to lease the property according to the terms and conditions of the lease agreement for that property, though not yet signed. The starting date for my occupancy of the property will be the first day the property is available for lease or an agreed upon date if different from that date. I agree that the lease agreement shall be in full force and effect from the time that my deposit is accepted, even if the initial occupancy date is after the date that the deposit is accepted.

Tailwind Management, LLC 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 national origin.

Notice of the contractual relationship between the Property Owner and Tailwind Management, LLC: Tailwind Management, LLC 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 \_\_\_\_\_

Received by: \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_



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**PERSONAL INFORMATION:**

Applicants Full Name: \_\_\_\_\_

Have you ever used another name(s) \_\_\_\_\_ If yes, name(s) \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Current Phone #: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

List any other persons who will reside with you below (Include age and relationship):  
\_\_\_\_\_  
\_\_\_\_\_

Do you have pets? \_\_\_\_\_ If yes, how many, what type & age?: \_\_\_\_\_

Do any of the people who will be residing in this unit smoke? Y / N

Do you intend to use a waterbed in your new rental? Y / N

If you own the following, please check: \_\_\_ Vacuum Cleaner \_\_\_ Hose and Sprinkler \_\_\_ Lawn Mower

Do you have any special needs or requirements that we need to be aware of? Y/N

If yes, please describe \_\_\_\_\_

Name of nearest living relative \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Who should we contact in case of emergency? \_\_\_\_\_

Relationship: \_\_\_\_\_ Phone \_\_\_\_\_ Address \_\_\_\_\_

**RESIDENCE HISTORY:**

Present Address \_\_\_\_\_ How long at this address? From \_\_\_\_\_ To \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Rent/Mort. Amount: \$ \_\_\_\_\_

Present Landlord or Mortgage Holder \_\_\_\_\_ Telephone \_\_\_\_\_

Reason for moving \_\_\_\_\_

Is your lease expired? Y / N If not, when is your lease expiration date? \_\_\_\_\_

Previous Address \_\_\_\_\_ How long at this address? From \_\_\_\_\_ To \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Rent/Mort. Amount: \$ \_\_\_\_\_

Previous Landlord or Mortgage Holder \_\_\_\_\_ Telephone \_\_\_\_\_

Reason for moving \_\_\_\_\_

**CRIMINAL HISTORY:**

1. Have you ever been convicted of or pleaded guilty or "no contest" to a felony (whether or not resulting in a conviction)?

Yes \_\_\_\_\_ No \_\_\_\_\_

2. Have you ever been convicted of or pleaded guilty or "no contest" to a misdemeanor involving sexual misconduct whether or not resulting in a conviction?

Yes \_\_\_\_\_ No \_\_\_\_\_

**EMPLOYMENT INFORMATION:**

Employed By \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Employers Address \_\_\_\_\_ Telephone \_\_\_\_\_

Position \_\_\_\_\_ Monthly Income \_\_\_\_\_ Supervisor \_\_\_\_\_

Previously Employed By \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Employers Address \_\_\_\_\_ Telephone \_\_\_\_\_

Position \_\_\_\_\_ Monthly Income \_\_\_\_\_ Supervisor \_\_\_\_\_

Other sources of income (include financial aid, social security, loans, mutual funds, stocks, bonds, etc.)

**\*Provide recent copies documenting each source of income**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BANKING & CREDIT INFORMATION:**

Bank \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ Checking Acct. # \_\_\_\_\_

Bank Contact/ Loan Officer \_\_\_\_\_ Savings Acct. # \_\_\_\_\_

Have you ever filed bankruptcy? Y / N When? \_\_\_\_\_ Are there any judgments against you? Y / N

If Yes, list specifics of judgments and collections: \_\_\_\_\_

List financial obligations (include student loans, credit cards, auto or home loans, child support, etc.)

- 1) \_\_\_\_\_ \$ \_\_\_\_\_ / Mo
- 2) \_\_\_\_\_ \$ \_\_\_\_\_ / Mo
- 3) \_\_\_\_\_ \$ \_\_\_\_\_ / Mo
- 4) \_\_\_\_\_ \$ \_\_\_\_\_ / Mo
- 5) \_\_\_\_\_ \$ \_\_\_\_\_ / Mo

**AUTOMOBILE INFORMATION:**

Make \_\_\_\_\_ VIN # \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Plate No/State: \_\_\_\_\_

Make \_\_\_\_\_ VIN # \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Plate No/State: \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_