



15 Webster Street
Hartford, CT
06114
Phone (860) 525-7346
Fax (860) 525-4499

Requirement Upon Applying for an Apartment

Anyone who is interested in applying for an apartment here at Rego Realty Corporation must reach the following requirements before applying:

1. At least 1 ½ to 2 years of employment (currently working).
2. Must show proof of income by bringing in your last 4 current pay stubs.
3. Need your Social Security Card and a Connecticut State ID/ License.
4. A background check from your local Police Department (cost of \$5.00).
5. The form attached needs to be filled out by your current landlord.
6. Section 8 is welcomed. All we need is the Section 8 voucher.

Application Fee: \$30.00 (non-refundable) per adult.

(Application fee includes a credit check per person applying. Based upon your credit check is how your Security Deposit will be determined. Good standing credit is required).

We will NOT accept any applicants that have had a previous eviction or are in a process of one.

If approved, the following needs to be paid:

1. Security Deposit (based upon your credit, ranging from one to two months).
2. First month rent in advanced.

Please note: What will hold down the apartment from not being showed or rent by another is half of your security deposit.



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LANDLORD VERIFICATION FORM

1. Is the applicant currently renting from you? _____.
 2. If still a tenant, how long has he/she been a tenant? _____.
 3. How many people occupy/occupied the apartment? _____.
 4. If not a current resident, what date did they vacate? _____.
 5. Did the applicant terminate the lease with proper notice? _____.
 6. How much was the applicant rent per month? _____.
 7. Did it include heat? _____.
 8. Did tenant paid rent on time? _____.
 9. How many times was the applicant late on their payment? _____.
 10. Has the applicant ever bounced a check? _____. How many Times? _____.
 11. Does the applicant still owe rental money? _____.
 12. If there is a current lease, when does it expire? _____.
 13. Has the applicant ever violate the lease of the community rules? _____.
 14. Has the applicant ever damage the unit or common area? _____.
 15. Have they ever been evicted? _____.
 16. Any problems with neighbors, noise, complaints, etc.? _____.
 17. Any problems regarding pets? _____.
 18. Were children properly supervised? _____.
 19. Where there any behavioral problems due to drinking, drugs, police, parties, fighting, etc? _____.
 20. Would you rent to them again? _____.
If not, please state why _____.
 21. Additional Comments _____.
- Tenant's Name _____.

Landlord name and address
(Please print)_____.

Landlord signature_____ Date_____.
(Owner/ Landlord/ Agent) Circle one

Telephone number (Daytime) _____ (evening) _____.