

NLC RESIDENTIAL GROUP LLC

PROPERTY MANAGEMENT · NORTH CAROLINA

RESIDENTIAL RENTAL APPLICATION

Apply to rent your next home.

NORTH CAROLINA · 2026 EDITION

One application per adult 18 or older. Everything we ask for is on this form, the criteria we judge it by are printed on page 2, and we tell you yes or no in writing. No guessing.

2–3 days

TYPICAL DECISION

Page 2

OUR PUBLISHED CRITERIA

In writing

EVERY ANSWER



NLC Residential Group LLC

Real People. Real Service. Real Results.



BEFORE YOU START

How this works

We publish our standards so you can decide whether to spend the application fee before you spend it. Read this page first. If you do not meet a criterion but have a reason we should know about, write it in the space on page 7 — we read those.

WHAT YOU WILL NEED

- Government-issued photo ID for every applicant
- Proof of income — two most recent pay stubs, an offer letter, LES, benefit award letter, or the last two years of tax returns if self-employed
- Contact information for your current and prior landlord
- The application fee, per adult applicant

THE APPLICATION FEE

The fee is **\$75 per adult applicant**. It covers the cost of a third-party consumer reporting agency for your credit, criminal and eviction history; NLC Residential retains the balance as compensation for processing. It is ☐ **non-refundable** ☐ **refundable if you are not approved** — whichever box is checked is what applies to you. We will tell you in writing before you pay. A separate **holding fee**, if any, is stated in writing at the time it is collected, is held in our trust account, and is credited to your first month's rent at move-in.

OUR TENANT SELECTION CRITERIA

INCOME	Verifiable gross household income of at least 3× the monthly rent. All lawful sources count equally, including housing assistance, VA and other benefits, child support, and retirement income.
CREDIT	Minimum score of 620 . Medical collections and student loans in good standing are not counted against you.
RENTAL HISTORY	Two years verifiable, with no judgment for possession or money owed to a prior landlord in the last 3 years.
EMPLOYMENT	Verifiable, or documented equivalent — retirement, benefits, self-employment returns, or an offer letter if you are relocating.
CRIMINAL HISTORY	Reviewed individually, considering what the offense was, how long ago it was, and what has happened since. An arrest without a conviction is never a basis for denial.
OCCUPANCY	Two people per bedroom, plus one.

Accommodations

If you have a disability and need a reasonable accommodation in this process, or a modification to the home, tell us and we will work with you. **Assistance animals are not pets** — they are not subject to pet fees, pet rent, or breed or weight restrictions.



SECTION 1

Property & applicant

THE HOME YOU ARE APPLYING FOR

PROPERTY ADDRESS

DESIRED MOVE-IN DATE

MONTHLY RENT OFFERED

LEASE TERM WANTED

HOW DID YOU HEAR ABOUT US?

APPLICANT — ONE FORM PER ADULT 18 OR OLDER

FULL LEGAL NAME

DATE OF BIRTH

SOCIAL SECURITY OR ITIN

DRIVER'S LICENCE / ID NO.

ISSUING STATE

MOBILE PHONE

EMAIL ADDRESS

MARITAL STATUS — OPTIONAL, AND NEVER USED IN THE DECISION

☐ Single ☐ Married ☐ Separated ☐ Prefer not to say

You may leave the line above blank. Familial status is a protected class and plays no part in this decision.

CO-APPLICANT, IF ANY

Every adult 18 or older who will live in the home must submit a separate application and pay a separate fee. Name them here so we can process the household together.

CO-APPLICANT FULL NAME

RELATIONSHIP

CO-APPLICANT FULL NAME

RELATIONSHIP

EMERGENCY CONTACT

NAME

RELATIONSHIP

PHONE



SECTION 2

Where you have lived

Two years minimum. If two years takes more than three addresses, continue on page 7.

CURRENT ADDRESS

STREET ADDRESS

APT / UNIT

CITY

STATE

ZIP

DATES — FROM / TO

MONTHLY RENT OR
MORTGAGE

LANDLORD OR SERVICER NAME

LANDLORD PHONE

REASON FOR LEAVING

☐ Lease ended ☐ Bought a home ☐ PCS / military orders ☐ Job change ☐ Need more space ☐ Other

IF OTHER, EXPLAIN

PREVIOUS ADDRESS

STREET ADDRESS

APT / UNIT

CITY

STATE

ZIP

DATES — FROM / TO

MONTHLY RENT OR
MORTGAGE

LANDLORD NAME

LANDLORD PHONE

REASON FOR LEAVING

ADDRESS BEFORE THAT

STREET ADDRESS

CITY / STATE / ZIP

DATES — FROM / TO

LANDLORD NAME

LANDLORD PHONE



SECTION 3

Income & employment

We verify income at **3× the monthly rent**, counting every lawful source. Attach your two most recent pay stubs, or the equivalent proof for whatever source you list.

CURRENT EMPLOYER OR INCOME SOURCE

EMPLOYER / SOURCE			POSITION OR TITLE
START DATE	GROSS MONTHLY INCOME	SUPERVISOR OR HR CONTACT	PHONE
EMPLOYER ADDRESS			CITY / STATE / ZIP
EMPLOYMENT TYPE			
☐ Full time ☐ Part time ☐ Active duty military ☐ Self-employed ☐ Retired ☐ Contract / 1099			

PREVIOUS EMPLOYER — IF LESS THAN TWO YEARS AT THE CURRENT ONE

EMPLOYER	POSITION	
DATES — FROM / TO	GROSS MONTHLY INCOME	PHONE

ADDITIONAL INCOME YOU WANT COUNTED

List anything you would like included. Housing assistance (Section 8 / HCV), VA benefits, Social Security, SSI/SSDI, retirement, child support, alimony, self-employment and second jobs all count. Listing a source is optional; if you do not list it, we cannot count it.

SOURCE	MONTHLY AMOUNT	SOURCE	MONTHLY AMOUNT
SOURCE	MONTHLY AMOUNT	SOURCE	MONTHLY AMOUNT

MILITARY APPLICANTS

BRANCH	RANK / PAYGRADE	DUTY STATION	ETS / PCS DATE IF KNOWN
--------	-----------------	--------------	-------------------------

Ask us about the military clause. Federal law (SCRA) lets a servicemember terminate a residential lease on qualifying orders, and our lease says so plainly.



SECTION 4

Household, pets & vehicles

EVERYONE WHO WILL LIVE IN THE HOME

Include every person, all ages. Adults 18+ each need their own application.

FULL NAME	AGE	RELATIONSHIP
FULL NAME	AGE	RELATIONSHIP
FULL NAME	AGE	RELATIONSHIP
FULL NAME	AGE	RELATIONSHIP

PETS

WILL ANY ANIMAL LIVE IN THE HOME?

☐ No ☐ Yes — pet ☐ Yes — assistance animal

TYPE / BREED	WEIGHT	AGE	SPAYED OR NEUTERED?
TYPE / BREED	WEIGHT	AGE	SPAYED OR NEUTERED?

An assistance animal — a service animal or a documented emotional support animal — is **not a pet**. No pet fee, no pet rent, no breed or weight limit applies to it, and you do not need to disclose your diagnosis to us.

VEHICLES

YEAR / MAKE / MODEL	COLOUR	PLATE NO. / STATE
YEAR / MAKE / MODEL	COLOUR	PLATE NO. / STATE

SMOKING

DOES ANYONE IN THE HOUSEHOLD SMOKE OR VAPE?

☐ No ☐ Yes — outdoors only ☐ Yes



SECTION 5

A few direct questions

Answer honestly. A yes here is not automatically a no from us — an unexplained surprise on the report usually is.

PLEASE ANSWER EACH

HAVE YOU EVER BEEN EVICTED, OR HAD A JUDGMENT FOR POSSESSION ENTERED AGAINST YOU?

☐ No ☐ Yes

DO YOU CURRENTLY OWE MONEY TO A LANDLORD OR PROPERTY MANAGER?

☐ No ☐ Yes

HAVE YOU EVER BROKEN A LEASE BEFORE ITS END DATE?

☐ No ☐ Yes

HAVE YOU FILED FOR BANKRUPTCY IN THE LAST SEVEN YEARS?

☐ No ☐ Yes

HAVE YOU BEEN CONVICTED OF A CRIMINAL OFFENCE?

☐ No ☐ Yes

ARE YOU REQUIRED TO REGISTER AS A SEX OFFENDER IN ANY STATE?

☐ No ☐ Yes

We ask about **convictions**, not arrests. An arrest that did not lead to a conviction is not considered and you do not need to report one. Convictions are weighed individually — what it was, when it was, and what you have done since.

REFERENCES — NOT A CURRENT OR FORMER LANDLORD

NAME	RELATIONSHIP	PHONE
------	--------------	-------

_____	_____	_____
NAME	RELATIONSHIP	PHONE

IF YOU ANSWERED YES TO ANYTHING ABOVE, TELL US ABOUT IT**ANYTHING ELSE WE SHOULD KNOW**

Additional addresses, a gap in employment, a co-signer you want to offer, a reasonable accommodation you need — this is the place.



SECTION 6

Authorization & signature

By signing below I certify that the information in this application is true and complete. I understand that a false or materially incomplete statement is grounds for denial, or for termination of a lease already signed.

I authorize NLC Residential Group LLC, and the consumer reporting agency it uses, to obtain a consumer report about me for the purpose of evaluating this rental application — including credit history, criminal record, eviction and civil judgment records, and rental and employment verification — and I authorize my current and former landlords and employers to release that information. This authorization is valid for this application and for any renewal or transfer within twelve (12) months.

I understand that **if my application is denied in whole or in part because of information in a consumer report, I will be given written notice** identifying the reporting agency, and that I have the right to obtain a free copy of that report from the agency and to dispute anything inaccurate in it, under the Fair Credit Reporting Act.

I understand the application fee is stated on page 2 and is charged per adult applicant, and I have been told in writing whether it is refundable.

APPLICANT SIGNATURE_____
DATE_____
PRINT NAME_____
APPLICATION FEE PAID — \$ / DATE

Equal Housing Opportunity

NLC Residential Group LLC complies with the federal Fair Housing Act and the North Carolina State Fair Housing Act. We do not discriminate on the basis of race, colour, religion, sex, familial status, national origin, or disability, or on any other basis protected by applicable law. The criteria on page 2 are applied the same way to every applicant.

For office use only — received _____ screened _____ decision _____ notice sent
_____ by _____

QUESTIONS BEFORE YOU APPLY?

Just ask.

We would rather answer a question than take a fee for an application that was never going to work.

(910) 703-7164 · nehemias@nlcredidential.com · nlcredidential.com

NLC Residential Group LLC · North Carolina real estate brokerage · Firm Licence No. _____ · Equal Housing Opportunity