

Referred By: _____
 Today's Date: _____



Approved: _____
 Denied: _____
 Signature: _____

RENTAL APPLICATION

APPLICANT INFORMATION:					
Name:(First, M.I, Last)		D. L#:		State:	
Date of birth:	SSN:	E:Mail:			
Home Phone #:		Cell Phone #:			
Current Address:					
City:		State:		Zip Code:	
Landlord:	Phone #:	Own	Rent	(Please Circle)	
How Long:	Reason for Leaving:			Rent \$:	(If applies)
Previous Address:					
City:		State:		Zip Code:	
Landlord:	Phone #:	Own	Rent	(Please Circle)	
How Long:	Reason for Leaving:			Rent \$:	(If applies)
EMPLOYMENT INFORMATION:					
Current Employer:			Supervisor:		
Employer address:				City:	
State:	Zip Code:		How Long:		
Phone #:	E:Mail:		Fax #:		
Position:	Monthly Income:	Annual Income:	Hrs. Per week:		
Please list any other source of income and the amount:					
PRIOR EMPLOYMENT: (IF LESS THAN 3 YEARS)					
Previous Employer:			Supervisor:		
Employer address:				City:	
State:	Zip Code:		How Long:		Phone #:
Position:	Monthly Income:	Annual Income:	Hrs. per week:		
CO-APPLICANT INFORMATION:					
Name:(First, M.I, Last)		D. L#:		State:	
Date of birth:	SSN:	Phone:			
Current Address:					
City:		State:		Zip Code:	
Landlord:	Phone #:	Own	Rent	(Please Circle)	
Previous Address:					
City:		State:		Zip Code:	
Landlord:	Phone #:	Own	Rent	(Please Circle)	
How Long:	Reason for Leaving:			Rent \$:	(If applies)
CO-APPLICANT EMPLOYMENT INFORMATION:					
Current Employer:			Supervisor:		
Employee Address:				City:	
State:	Zip Code:		Phone #:		How Long:
Position:	Monthly Income:	Annual Income:	Hrs. Per week:		
Please list any other source of income and the amount:					
RENTAL PROPERTY APPLYING FOR & DEPOSIT INFORMATION:					
Rental Address:			Expected Move in date: ____/____/____		
Rent: \$	Pet:\$	Security: Matches rent amount	Cleaning: \$300	Key: \$50 non-ref	App:\$40 non ref



RENTAL APPLICATION

PETS:

Pet Name:		Type/Breed:	Lic#:
Age:	Circle That Applies:	Spayed	Neutered
			Not Fixed
Pet name:		Type/Breed:	Lic#:
Age:	Circle That Applies:	Spayed	Neutered
			Not Fixed
Pet Name:		Type/Breed:	Lic#:
Age:	Circle That Applies:	Spayed	Neutered
			Not Fixed
Have any of the above animals ever been aggressive to people or any other animals? Yes / No			

Applicant(s) History:

Has any applicant ever been convicted of a crime? YES / NO (Please circle) If yes please explain.			
Has any applicant ever filed bankruptcy? YES / NO (Please circle) If yes please explain.			
Has any applicant ever been evicted from a rental property? YES / NO (Please circle) If yes please explain.			
Has any applicant ever willfully refused to pay rent when due? YES / NO (Please circle) If yes please explain.			
How long do you plan to live here?		Does applicant plan to use liquid filled furniture?	

EMERGENCY CONTACT:

Name of person not residing with you:		Relationship:	
Address:	City:	State:	Zip:
			Phone:

In Addition to Applicant(s), other persons to be at premises:

Name:	Relationship:	Age:
Name:	Relationship:	Age:
Name:	Relationship:	Age:
Name:	Relationship:	Age:
Name:	Relationship:	Age:

AUTOMOBILES:

Make:	Model:	Year:	License #:	Color:
Make:	Model:	Year:	License #:	Color:
Make:	Model:	Year:	License #:	Color:
Are you currently making payments on any of the above vehicles, if so what is the monthly total: \$				
List any recreational vehicles you own:				

REFERENCES: (Please try and list at least 2 professional references, and 1 family or friend)

Name:	Relationship:
Phone:	Occupation:
Name:	Relationship:
Phone:	Occupation:
Name:	Relationship:
Phone:	Occupation:

I hereby declare that all statements contained in this application are true and correct, and I understand that false or inaccurate information in the application will be the basis for denial. I hereby authorize ACCESS REALTY LLC to verify employment, landlord/rental history, and to do a background/ credit check. I also understand and agree that application fees, holding deposits, and key deposits are NON-REFUNDABLE.

Applicant 1 – Printed Name

Applicant 1 – Signature

Date Signed

Applicant 2 – Printed Name

Applicant 2 – Signature

Date Signed

Application Disclosure:

ACCESS REALTY LLC DOES BUSINESS IN ACCORDANCE WITH THE FAIR HOUSING ACT, AND DOES NOT DISCRIMINATE ON THE BASIS OF SEX, SEXUAL ORIENTATION, MARITAL STATUS, RACE, CREED, RELIGION, AGE, FAMILIAL STATUS, DISABILITY, COLOR, NATIONAL ORIGIN, OR ANY OTHER PROTECTED BASIS. ACCESS REALTY LLC. IS THE MANAGING AGENT FOR MANY SEPARATE OWNERS; THEREFORE, POLICIES AT EACH PROPERTY MAY VARY DEPENDING ON THE PARTICULAR ASSOCIATION OR OWNER'S PREFERENCE.

- 1.) Rental applications must be filled out COMPLETELY and signed by the applicant and co-applicant (if applies). Full name of all occupants, pets, all vehicles and any water-filled furniture must be on application. A credit report from a national credit reporting agency will be obtained on main applicant and co-applicant (if applies). INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED! A copy of the applicant(s) driver's license or I.D card is also required.
- 2.) An application fee of \$40.00 must accompany EACH applicant. (Unless applicant is married to co-applicant then a one-time fee of \$40.00 can accompany both applicants.) If paid in cash the exact amount is required. The application fee is NON-REFUNDABLE. No application will be processed without an application fee. NO PERSONAL CHECKS WILL BE ACCEPTED FOR APP FEES!
- 3.) Applications from other applicants are accepted until an application is approved. Because of the fiduciary relationship ACCESS REALTY LLC has with owners, if more than one application is submitted before approval can be achieved, the most qualified applicant will be approved for placement. Remaining approved applicants may consider other properties available from ACCESS REALTY'S rental list. (ONCE YOU ARE APPROVED A Holding deposit in the amount of \$300.00 can be put down to hold a property up to two weeks, this will take the property off of the rental list, and make it unavailable for any other applicant to view or apply for the property. If a holding deposit is put down and you later decide to not occupy. Holding fee is NON-REFUNDABLE!)
- 4.) Applicants preferably should have a combined gross income of at least three times the monthly rent or comparable amount.
- 5.) Reliable documentation and telephone numbers for all income sources must be provided. Employment will be verified on all applicants. Self-employed applicants may be required to produce, upon request, the previous year's Tax Return or 1099. Non-employed applicants MUST provide proof of income. Rental history references must reflect timely payment, appropriate notice of intent to vacate, no complaints regarding disturbances or illegal activities, no NSF checks, no damage to previous rental units and no failure to leave the premises clean and without damage at the time of lease termination. Any history of eviction actions may be cause for rejection of a rental application.
- 6.) As per guidance from the United States Department of Housing and Urban Development ("HUD"), maximum occupancy is two persons per bedroom.
- 7.) Pets are permitted only on certain properties at the sole discretion and approval of the owner/landlord. Non-violent, common domesticated animals will be allowed on any property that permits pets. Akitas, Alaskan Malamutes, American Bulldogs, Chows, Doberman Pinschers, German Shepherds, Great Danes, Pit Bulls, Presna Canarios, Rottweilers, Siberian Huskys, Staffordshire Bull Terriers, Wolf Hybrids and a mix of any of the breeds mentioned may not be approved. If a pet is approved a \$100.00 refundable pet administration fee is required.
- 8.) Proof of insurance (FS 89.535) must be provided for any water-filled furniture. Approved tenants will be required to obtain renters insurance and provide ACCESS REALTY with a copy of current policy BEFORE receiving keys to property.
- 9.) If approved the applicant must do one of the following:
 - a.) Sign a Lease Agreement, all monies due- first month rent, security, pet, key and cleaning deposits, must be paid in full with certified funds (cashier's check, bank check, or money order) at time of lease closing and prior to taking possession of premises.
 - b. Sign a holding deposit addendum. This Holding Agreement is binding when applicant pays a Holding Fee equivalent to \$300.00 payment to hold a property until the lease is signed. No property will be held longer than two weeks without owner approval. Holding fees must be paid by CASH or a money order. If you put a holding deposit down on a property and later decide not to occupy the residence, the holding deposit will be NON-REFUNDABLE! NO EXCEPTIONS! The holding deposit will account for \$300.00 towards your other deposits at lease signing.