

Application for Occupancy (Rental Home)

Majors Realty, LLC

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Phone: 480-235-4538

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Today's date: _____ Desired Date of Occupancy: _____

Property address: _____

Name: _____ Married ___ Single ___ Divorced ___

Email address: _____ Date of Birth: _____

Social Security Number: _____ Phone number(s): _____

Co-tenant: _____ Married ___ Single ___ Divorced ___

Email address: _____ Date of Birth: _____

Social Security Number: _____ Phone number(s): _____

Residence History

Current address: _____ City _____ State ___ Zip code _____

Name of current landlord: _____ Phone: _____ How long: _____

Previous Address: _____ City _____ State ___ Zip code _____

Name of Previous landlord: _____ Phone: _____ How long: _____

Current address/co-tenant: _____ City _____ State ___ Zip code _____

Name of current landlord: _____ Phone: _____ How long: _____

Previous address/co-tenant: _____ City _____ State ___ Zip code _____

Name of Previous landlord: _____ Phone: _____ How long: _____

Employment and Bank References

Employer: _____ Phone: _____ Hire Date: _____

Address: _____ Gross **monthly** income: _____

Position: _____ Person to verify: _____ Phone: _____

Employer/co-tenant: _____ Phone: _____ Hire Date: _____

Address: _____ Gross **monthly** income: _____ - _____

Position: _____ Person to verify: _____ Phone: _____

Bank reference _____

Other income _____

Have you or your spouse/co-tenant ever been evicted? Yes _____ No _____

If yes, please explain: _____

Have you or your spouse/co-tenant declared bankruptcy in the last ten years? Yes ____ No ____

Do you, your spouse or co-tenant use illegal drugs? Yes _____ No _____

Do any of you engage in the distribution or sale of illegal drugs? Yes _____ No _____

Have any of you ever been convicted of a felony/misdemeanor? Yes _____ No _____

If yes, please explain: _____

Do any of you have any outstanding warrants for arrest? Yes _____ No _____

If yes, please explain: _____

Emergency Notification

In case of emergency, person(s) to notify and person you authorize to take possession of your personal property in such cases:

Name _____ Relationship _____ Phone _____

Name _____ Relationship _____ Phone _____

Character References

Name _____ Relationship _____ Phone _____

Name _____ Relationship _____ Phone _____

Occupancy Information

Total number of occupant's _____ Adults (anyone over 18) _____ Children _____

Name _____ Relationship _____

D.O.B _____ SS# if 18 or older _____

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Pet Information

Pets are accepted on a case by case basis per owner/property. This does not include assistive animals which only require a certified statement by a physician as these are not considered pets. A \$150.00 non-refundable pet fee is charged per pet and potentially \$10 to \$50 per month pet rent depending on the size and type of pet, both the fee and pet rent are taxable at the applicable city tax rate as well .

Pets: Yes _____ No _____

Type _____ Breed _____ Age ___ Adult weight ___ lbs Pet license expiration: _____

Male _____ Female _____ Spayed/neutered _____

Type _____ Breed _____ Age ___ Adult weight ___ lbs Pet license expiration: _____

Male _____ Female _____ Spayed/neutered _____

Type _____ Breed _____ Age ___ Adult weight ___ lbs Pet license expiration: _____

Male _____ Female _____ Spayed/neutered _____

Occupant Vehicle and Driver’s License Information

Driver’s License Number _____ State _____ Expiration Date _____

Co- tenants Driver’s License Number _____ State _____ Expiration Date _____

Make/model _____ Year _____ Color _____ License plate# _____

Make/model _____ Year _____ Color _____ License plate# _____

Make/model _____ Year _____ Color _____ License plate# _____

Realtor Information

Name/company _____ Phone number _____

Conditions of Application

Application must be signed by all applicants/occupants over 18 before consideration by the landlord.

Applicants represent that all of the above statements are true and complete and hereby authorizes the verification of the above information, references, credit records and criminal background.

Applicant acknowledges that false information contained herein constitutes grounds for rejection of this application if discovered. Acceptance of this application, and any monies deposited herewith is not binding upon the landlord until approval by the landlord. If applicant withdraws or fails to exercise the rental agreement, all deposit monies are forfeited. If landlord or agent rejects the application all deposit monies will be refunded, except the application fees. The application fee is non-refundable and will not be refunded for any reason. If more than one application is taken on a property, no decision will be made until all

applications are processed. There is a \$50 non-refundable application fee per applicant; \$75 per married couple; \$25 per person for background only checks for occupants over the age of 18 who are not signers on the lease.

Application fee's included with application: \$_____ by cashier's check or money order.

No personal checks will be accepted for application fees, admin fee's or any and all deposits and first months rent. These items must all be paid by cashiers check or money order.

I/We hereby authorize the agents of Majors Realty, LLC to investigate the information supplied by me/us and to conduct inquiries concerning my/our income, credit, and character including criminal background for the purpose of verifying and qualifying my application for rental. A full disclosure of pertinent facts may be made to this landlord. Applicant verifies that all the information contained herein is true and accurate. Falsifying information on this application is grounds for rejection of this application, termination of the rental agreement, right of occupancy, and forfeiture of any and all deposits collected.

Signature _____ Printed Name _____ Date _____

Signature _____ Printed Name _____ Date _____

Signature _____ Printed Name _____ Date _____

Signature _____ Printed Name _____ Date _____

Signature _____ Printed Name _____ Date _____

Please have all occupants 18 and older sign above. Applications with missing signatures cannot be processed.

APPLICANT SCREENING CRITERIA AND RENTAL POLICY SUMMARY

Thank you for applying to rent one of our properties. Here are some of our policies and important parts of the lease agreement and application form you will be signing. You must provide the following information in addition to the filled out application to rent.

1. APPLICATION: Application must be filled out in its entirety. All applications will be considered based on the completeness of application data.
2. PROOF OF INCOME: Pay check stubs, written verification from employer, tax returns are acceptable forms of documentation. Income verification for steady employment must be provided for the past 12 months. If self employed you must provide tax returns.
3. HOUSING REFERENCES: Previous residency for the last 24 months must be verified. Living with or renting from relatives does not constitute a bona fide landlord reference. Prior Home ownership is also a good reference. Written verification of current address is required. We will cross reference single family homes with the county records to verify ownership. You may also be asked to provide rental receipts, a copy of your lease and utility bills showing you as the occupant of the property.
4. CREDIT WORTHINESS: A credit report will be obtained for back round information purposes and certain derogatory credit information needs to be explained and may require the payment of additional security deposit.
5. ARREST OR CONVICTIONS: Certain non-violent criminal arrests or convictions may be considered for residency. Violent offences will not be considered.
6. INCOME TO RENT RATIO: You must provide verifiable income of at least 3 times the monthly rent. Self-Employed applicants must show 2 years tax returns and recent bank statements showing income activity of your business. Two recent paycheck stubs or written verification of income and employment is required. Two years employment history is required.
7. PETS: Pets are allowed when approved in writing by the property owner or agent. Pets may not be allowed at all at some properties. Additional fee's or deposits will be required, please inquire.
8. INCOMPLETE, ILLEGIBLE, INACCURATE INFORMATION All information, phone numbers, dates, signatures or other required information must be provided.
9. VARIANCE POLICY: Payment of additional security deposit up to 1 and 1/2 times the monthly rent may be paid under certain circumstances to offset risk factors present in the applicant's rental, employment or credit history.

POLICY SUMMARY

Move in payments for deposits and first months rent must be in the form of cashiers check or money order.

You need to obtain renters insurance. The owner's insurance policy does not cover your personal belongings in case of damage to property and owner will not be responsible for damage to your property if you do not have renter's insurance.

After you are given verbal approval and acceptance of your application the required earnest money must be paid in full within 48 hours. Once application is approved any and all deposits or monies paid are non-refundable should applicants not complete the lease or take occupancy.

You must turn on all required utility services, electric, water, trash, gas or others before you take occupancy of the property. You must immediately report any problems you might discover in the process. If you are renting a new house that has gas service you need to apply for service at least six days ahead of time to insure that it can be connected prior to your occupancy.

There are no verbal agreements. All changes to the property or agreement must be approved by the owner and signed by our company broker or the office manager. You will given a move in inspection form and asked to fill it out and return it to our office within 10 days.

We strive for a high standard in the preparation of rental units, but our standards may not be equivalent to your standards. Any request to make changes to the current condition of the property or terms of the lease agreement must be in writing at the time of application. These requests may be written on a separate page or on the back of the application and will be considered at the same time your application is processed. All rent payments are due on the first day of each month. Late payment fees are listed in your rental agreement.

