

Rental Application

We are pledged to the letter and spirit of the U.S. policy for the achievement of Equal Housing Opportunity throughout the Nation. We encourage and support a program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin.

All applicants must see the interior of the property before a lease can be submitted. Under extenuating circumstances an application may be accepted by viewing photos of the property or having a trusted acquaintance view for them. It is understood and agreed that all properties are rented in "AS IS" condition. Any improvements or repairs that are to be completed prior to tenant occupying premises must be approved by owner in writing. Verbal representations are not binding.

CRITERIA AND PROCEDURES

- 1) Application must be completed entirely
- 2) Application fee is \$50.00 per adult. Each adult must complete the application process and sign the rental lease agreement as a reasonable party.
- 3) Valid current photo documentation is required with each application (driver's license, military ID, Florida ID).
- 4) Your credit history will be checked using Beacon score from Equifax credit reports. A criminal background check will be processed. If you have ever been evicted, pleaded no contest to a felony, pleaded guilty to a felony, or been convicted of a felony within the last seven (7) years that is cause for denial.
- 5) Residency must be verified for twenty four (24) months. Rental history must be rated satisfactory or better.
- 6) Individual applicant must meet all requirements of criteria. If there is more than one (1) applicant, then at least one(1) of the applicants must individually meet one hundred percent (100%) of the requirements as listed below:
 - a) Gross monthly income must be three (3) times the monthly rent within \$100
 - b) Debt ratio may not exceed thirty five (35%)
 - c) Income may be verified by pay stubs, bank statement, or court statements. Persons using 1099 income must have two years of work history in the same or similar job in the local job market and furnish two (2) years of financial history. Co-signors are accepted at the manager's discretion only and must meet all requirements, and live in the state of Florida.
 - d) If you are moving from another state, your application fee may be increased.
- 7) If you have water-filled furniture, you must provide to Realty Select Services, LLC proof of insurance. (FS.83.535)
- 8) No properties are held for more than two (2) weeks unless approved by the owner.
- 9) Once the application is approved, you must provide a security deposit in certified funds and sign the lease within forty eight (48) hours.
- 10) If the applicant provides the security deposit and signs the lease then attempts to terminate the lease prior to occupying the property, the security deposit will be forfeited as liquidated damages for the owner.
- 11) Due to our fiduciary relationship with the owner, all applications will be processed and the strongest and highest rated application will be chosen for placement.
- 12) All information collected is considered confidential and for company use only.
- 13) Keys will be released on the first (1st) day of occupancy.
- 14) All funds prior to move-in must be paid in separate money orders and / or cashier's check. No cash accepted.

Rental Application

Property you are applying for: _____

Move-in Date: (MM/DD/YYYY): _____ Rental Rate: \$ _____ Security Deposit: \$ _____

TENANT INFORMATION

Last Name: _____ First Name: _____ Middle Initial: _____

Date of Birth (MM/DD/YYYY): _____ Social Security Number: _____

Driver's License (DL) Number: _____ DL State: ____ DL Valid? (Y/N): ____

Driver's License issued on (MM/DD/YYYY): _____ DL Expiration Date (MM/DD/YYYY): _____

Home Phone: _____ Cell Phone: _____ Text O.K.? (Y/N): ____

Work Email Address: _____

Home Email Address: _____

ADDRESS INFORMATION

Present Address (Street): _____

(City): _____ (State): ____ (Zip): _____

How long at current address: ____ Months, ____ Years Reason for leaving: _____

Was rent paid on time in full each month? (Y/N): ____ if no, why not? _____

Did you give proper notice of intent to vacate? (Y/N): ____ if no, why not? _____

Current Landlord's Name: _____ Phone: _____ Monthly rent: \$ _____

Is current Landlord aware of intent to vacate (Y/N): ____ Will there be negative feedback (Y/N): ____

Please explain: _____

IF PRESENT ADDRESS IS LESS THAN TWO YEARS, PREVIOUS ADDRESS

Present Address (Street): _____

(City): _____ (State): ____ (Zip): _____

How long at current address: ____ Month(s), ____ Year(s) Reason for leaving: _____

Was rent paid on time in full each month? (Y/N): ____ if no, why not? _____

Did you give proper notice of intent to vacate? (Y/N): ____ if no, why not? _____

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Previous Landlord's Name: _____ Phone: _____ Monthly rent: \$ _____

Was previous Landlord aware of intent to vacate? (Y/N): _____ Will there be negative feedback? (Y/N): _____

Please explain: _____

Marital Status: _____

EMPLOYMENT VERIFICATION (MUST GO BACK 2 YEARS)

1) Current Employer: _____ Supervisor: _____

Supervisor Contact: _____ Position/Title: _____

How long in position: _____ Month(s), _____ Year(s) Salary or Annual Income: \$ _____

2) Previous Employer: _____ Supervisor: _____

Supervisor Contact: _____ Position/Title: _____

How long in position: _____ Month(s), _____ Year(s) Salary or Annual Income: \$ _____

3) Active Duty Military? (Y/N): _____ Rank/Rate: _____ Ship/Command: _____

Date of your PRD (Projected rotation Date)(MM/DD/YYYY): _____

SPOUSE INFORMATION

Last Name: _____ First Name: _____ Middle Initial: _____

Date of Birth (MM/DD/YYYY): _____ Social Security Number: _____

Driver's License (DL) Number: _____ DL State: _____ DL Valid? (Y/N): _____

Driver's License issued on (MM/DD/YYYY): _____ DL Expiration Date (MM/DD/YYYY): _____

Home Phone: _____ Cell Phone: _____ Text O.K.? (Y/N): _____

Work Email Address: _____

Home Email Address: _____

Spouse's Employer: _____ Supervisor: _____

Supervisor Contact: _____ Position/Title: _____

How long in position: _____ Month(s), _____ Year(s) Salary or Annual Income: \$ _____

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CURRENT MORTGAGE INFORMATION

Lender's name: _____

Lender Address (Street): _____

(City): _____ (State): ____ (Zip): _____

Monthly Payment Amount: \$ _____

VEHICLE INFORMATION

1) Year / make / model / color: _____ / _____ / _____ / _____

License Plate Number: _____ State: _____

2) Year / make / model / color: _____ / _____ / _____ / _____

License Plate Number: _____ State: _____

CREDIT HISTORY

Current Savings Account Balance: \$ _____ Current Checking Account Balance: \$ _____

Credit Card Balance: \$ _____

NEAREST LIVING RELATIVE

Name: _____ Phone: _____

Address (Street): _____

(City): _____ (State): ____ (Zip): _____

PERSONAL REFERENCES – PLEASE LIST INDIVIDUALS NOT RELATED TO YOU

1) Name: _____ Phone: _____

Address (Street): _____

(City): _____ (State): ____ (Zip): _____

2) Name: _____ Phone: _____

Address (Street): _____

(City): _____ (State): ____ (Zip): _____

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EMERGENCY CONTACTS

The below listed will only be contacted in an Emergency or is deemed necessary by the Brokerage.

1) Name: _____ Phone: _____

Address (Street): _____

(City): _____ (State): ____ (Zip): _____

2) Name: _____ Phone: _____

Address (Street): _____

(City): _____ (State): ____ (Zip): _____

GENERAL INFORMATION

Have you ever: Been evicted? (Y/N): ____ filed bankruptcy? (Y/N): ____ Filed chapter 7? (Y/N): ____

Filed chapter 11? (Y/N): ____ Convicted of a criminal offense? (Y/N): ____

If yes to any please explain: _____

Number of adults moving in: ____ Number of children under 18 years old moving in: ____

List all occupants and relation to Applicant: _____

Do any individuals moving in smoke? (Y/N): ____ How long do you plan to rent? ____ Years

Please discuss or comment on any issues that may arise during the complete background check.

PETS

Dogs considered viscous breed including but not limited to German shepherds, Dobermans, Pit Bulls, Chows or Rottweilers, or any part thereof will not be approved. Pictures must be submitted for all pets. We reserve the right to deny tenancy based on breed restrictions. Veterinarian documentation required. Number of pets: ____

Type: (dog/cat/bird): _____ Breed: _____ Weight: _____ Temperament: _____

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Veterinarian name: _____ Veterinarian company: _____

A non-refundable pet fee of **\$125.00** is required for each pet at lease signing. Tenant accepts full financial responsibility for any and all damages caused by pet. All shots must be current and confirmed by veterinarian papers. A TENANT FOUND TO HAVE A NON-DISCLOSED PET IS GROUNDS FOR EVICTION AND FORFEITURE OF ALL DEPOSITS.

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AUTHORIZING SIGNATURE

I hereby authorize Realty Select Services, LLC to verify all information contained in the application and conduct a full background check including, but not limited to credit, bank account(s), employment, evictions, and criminal history, and authorize Realty Select Services, LLC to contact and persons or companies listed on the application. I understand that EACH prospective occupant is subject to approval. I understand that all applicants over the age eighteen (18) must complete an application. If approved, applicant agrees to execute a lease within forty-eight (48) hours of notification or approval of the application will be automatically denied and all monies deposited will be forfeit. The security deposit must be paid prior to execution of the lease, and is required to be in the form of a money order or certified funds. I understand that if the property is occupied at the time the lease is signed, that I agree to hold Realty Select Services, LLC, its agents and the owners harmless and waive any claim for costs/damages if the occupant(s) fail to move out of the premises as promised.

I, the undersigned applicant, affirm the information contained in this application is true, accurate, complete and correct and agree that if this is not so, my application may be denied and/or my lease will be held in default and I may be subject to eviction. I understand due to the Fair Credit Reporting Act, I will not be furnished a copy of my credit report from Realty Select Services, LLC and that this application is the property of Realty Select Services, LLC, and a copy of this application may be furnished to the property owner upon its approval.

Applicant Signature: _____ Date (MM/DD/YYYY): _____

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FOR OFFICE USE ONLY

FOR OFFICE USE ONLY

Fee received (Y/N): _____ Applicant accepted (Y/N): _____ Date received: (MM/DD/YYYY): _____

Unit address: _____

Background / Credit: _____

Rental History / Reference: _____

Special conditions: _____

Manager signature: _____ Date (MM/DD/YYYY): _____

Credit Card Authorization

Property you are applying for: _____

Last Name: _____

First Name: _____ Middle Initial: _____

Present Address (Street): _____

(City): _____ (State): _____ (Zip): _____

Credit Card Number: _____ Credit Card Type: _____ Expiration (mm/yy): _____

Card Verification Value Code (CVV) Located on the back: _____

Amount Authorized to Charge: _____

Signature: _____ Date (MM/DD/YYYY): _____

**REALTY  SELECT
SERVICES, LLC**

RESIDENTIAL SCREENING AUTHORIZATION FORM

Last Name: _____ Sex: _____
First Name: _____ a" Middle Initial: _____
Date of Birth (MM/DD/YYYY): _____ Social Security Number: _____

I give my authorization to this landlord, Accudata Inc, or any party or agency contacted by this landlord to obtain and verify the above information, concerning a credit report, criminal records, motor vehicles and other history. I understand that inquiries may be made to various federal and state agencies, employers, and references.

Applicant: _____ Date: _____
(Sign)

(Accudata client information only)

Company Name: Realty Select Services, LLC
Contact Name: Nancy Maggiore
Tel # (904) 349-8664 Email (for results) Nancy@RealtySelectOnline.com

Type of Screening Requested:

Packages: 1 2 3 4 (Circle one if applicable): A B C D E F G H I J