

Greeting to Applicants

Thank you for your interest in leasing a home. Please review the filling information carefully. If you believe that you meet the qualifying guidelines, we encourage you to submit an application. **PLEASE NOTE THAT SOME PROPERTIES DO NOT ALLOW PETS AND THAT ALL PROPERTIES DO NOT ALLOW SMOKING INDOORS.**

APPLICANTS

- Each person 18 years of age or older must fill out and sign an application. ONLY applicants may reside at the property. Each co-signer (if applicable) must also fill out and sign an application.
- To be considered and processed, all applications must be accompanied by a non-refundable application processing fee.
- The applicant will not be considered with missing or false information and will only delay the processing.

APPLICATION PROCESSING FEES-NON-REFUNDABLE

\$30 per applicant and co-signer, if applicable. This fee is separate from any earnest money deposit to hold a home.

SCREENING CRITERIA AND QUALIFYING GUIDELINES

IDENTIFICATION

A copy of the following should be included with the application and is required prior to approval of application.

- Government issued photo ID (State issued Driver's License or ID, passport, resident alien card)
- Social Security Card

CREDIT

We will obtain a credit report for each applicant (and co-signer, if applicable).

Reports supplied by applicants with NOT be accepted.

Unsatisfied judgments, liens, sever delinquencies (90 days or more), etc., within the last three years may cause application to be rejected.

Discharged bankruptcies may be acceptable.

INCOME

- Applicants combined gross monthly income should be at least three times the amount of the monthly rent. (Note: Gross income is all earning before taxes, etc. are deducted)
- Income will be verified from COPIES OF THE 2 MOST RECENT PAY STUBS PROVIDED WITH THE APPLICATION.
- Self-Employed applicants must provide most recent tax return (including Schedule C) and last three months bank statements.
- Proof of earnings from social security, child support, alimony and/or spousal support must be documented.
- Unverifiable income will not be considered.

RENTAL/MORTGAGE HISTORY

Unlawful detainers (evictions) and/or foreclosures within the last three year4s may cause applications to be rejected.

NOTIFICATION

Most applications are processed within 48-72 hours. Once a completed application is processed, a decision will be made as to the approval or denial of the applicant. The applicant will be notified in writing whether they are approved or denied.

CONDITION FOR MOVE IN (IF APPROVED)

Lease agreement is to be signed within 72 hours of notification of approval. A walk thru prior to occupancy will be performed and a copy will be given at the time keys are issued. You have 72 hours to advise us of any other discrepancies. SECURITY DEPOSIT AND FIRST MONTHS RENT ARE TO BE PAID IN FULL BY CASHIER'S CHECK OR MONEY ORDER(S) BEFORE KEYS ARE ISSUED **WITH NO EXCEPTIONS.**

Application and Offer to Rent Real Property

Address	City	State	Zip Code
\$	\$		
Rental Rate	Per	Security Deposit	Intended Start Date

INSTRUCTIONS TO APPLICANT:

Use black or blue ink. Except for your signature, all information on this Application must be PRINTED in a clear and legible manner.

One Application must be filled out ENTIRELY and COMPLETELY by each intended adult occupant. Each Applicant must show satisfactory identification to owner/manager at the time this Application is submitted for processing.

When supplying names, give complete and full names including full middle names, if any. Sign on page 4 with your complete and full signature. List both your work and your home phone numbers below. Do not give pager numbers.

When supplying addresses, give complete addresses including apartment numbers, cities, states and zip codes. There must be a minimum residence history of at least five (5) years.

Many Applications are expected to be received for this rental. Applying first does not give you a priority in acceptance. Only the best of all Applicants will be accepted.

WARNING: This Application may be refused and/or rejected if it is not signed, complete, or legible; if satisfactory identification is not presented; if any information is false, can not be verified, or does not meet predetermined requirements; if additional information is requested from Applicant and is refused; or a Co-Applicant is rejected.

BE PATIENT: It will take time to completely check out and verify the information in this Application. You will be notified of the acceptance or rejection of this Application as soon as possible.

APPLICANT'S PERSONAL DATA () _____ () _____
HOME PHONE WORK PHONE

FULL NAME-FIRST, MIDDLE, LAST	SOCIAL SECURITY #	DRIVER'S LICENSE	STATE	BIRTH DATE
OTHER NAMES BY WHICH YOU HAVE BEEN KNOWN:				

OTHER PERSONS TO OCCUPY THE PROPERTY

FULL NAME	RELATIONSHIP TO APPLICANT	AGE	OCCUPATION

LIST ALL PERSONS WITH WHOM YOU RESIDED DURING THE LAST SEVEN (7) YEARS AND THEIR RELATIONSHIP TO YOU

FULL NAME	RELATIONSHIP TO APPLICANT	AGE	OCCUPATION

RESIDENCE HISTORY

ADDRESSES: Street City Zip	DATES MOVED	RENT PAID	OWNER/MANAGER NAME & PHONE NUMBER	REASON FOR LEAVING
(PRESENT)				
(PRIOR)				
(PRIOR)				
(PRIOR)				
(PRIOR)				
(PRIOR)				

EMPLOYMENT HISTORY

COMPANY NAME	ADDRESS	POSITION	START DATE	SUPERVISOR/PHONE #	SALARY OR WAGE PER MONTH

BANKING INFORMATION

BANK/S&L	BRANCH/ADDRESS	PHONE #	ACCOUNT #'S CK/SAV	DATES OPENED	PRESENT BALANCE

PERSONAL REFERENCES (NOT RELATED)

NAMES	ADDRESSES	TELEPHONE	HOW LONG ACQUAINTED	OCCUPATION

NEAREST RELATIVE (NOT LIVING WITH YOU)

NAME	RELATIONSHIP	ADDRESS	PHONE

INCASE OF EMERGENCY NOTIFY

NAME	RELATIONSHIP	ADDRESS	PHONE

CREDIT ACCOUNTS AND DEBTS (STORES, BANKS, FINANCE COMPANIES, ETC.)

COMPANY NAME/ADDRESS	ACCOUNT NO.	AMOUNT BORROWED	DATE OPENED	MONTHLY PAYMENT	PRESENT BALANCE

AUTOMOBILES

MAKE	MODEL	YEAR	COLOR	LICENSE NO.	LEGAL OWNER	INSURANCE CO.

	YES	NO
HAS ANY CIVIL JUDGMENT BEEN ENTERED AGAINST YOU FOR THE COLLECTION OF A DEBT IN THE PAST TEN (10) YEARS?		
DO YOU HAVE ANY WATER FILLED FURNITURE OR DO YOU INTEND TO GET ANY WATER FILLED FURNITURE?		
DO YOU HAVE ANY PETS OR DO YOU INTEND TO GET ANY PETS?		
HAVE YOU FILED FOR BANKRUPTCY IN THE PAST TEN (10) YEARS?		
HAVE YOU EVER BEEN EVICTED OR HAVE YOU EVER REFUSED TO PAY RENT FOR ANY REASON?		
HAVE YOU, OR DO YOU INTEND TO POSSESS, SELL, OR USE ILLICIT DRUGS OR NARCOTICS IN YOUR RESIDENCE?		
HAVE YOU EVER LIVED HERE BEFORE OR DO YOU KNOW ANYONE LIVING HERE NOW OR IN THE PAST?		
HAVE YOU EVER BEEN ARRESTED FOR A FELONY OR CONVICTED OF A MISDEMEANOR?		
IF ANY QUESTION(S) IS ANSWERED "YES", PLEASE EXPLAIN FULLY		

The undersigned Applicant hereby offers to rent/lease real property described as THE PROPERTY on Page 1.

It is understood that this Application is not a Rental Agreement/Lease and that Applicant has no rights to said property until a written or oral Rental Agreement/Lease is duly executed after the approval of this Application. Applicant is aware of and agrees to all the covenants and conditions in the proposed Rental Agreement/Lease and agrees to timely execute said Rental Agreement/Lease after notification of the acceptance of this Application and Offer. Time is of the essence.

A credit check fee of \$_____ to process this Application and an Application Deposit of \$_____ as earnest money will be given by Applicant to the owner/manager when this Application is turned in for processing.

The Application Deposit is fully refundable if Applicant is rejected or if written notice revoking this offer is received by the owner/manager prior to acceptance of this offer. However, if owner/manager has duly accepted this offer to rent, this Application is then to be treated as a completed contract to rent/lease THE PROPERTY and Applicant's attempted revocation shall be deemed a breach of contract. In addition, the failure of Applicant to timely pay all sums due and execute the Rental Agreement/Lease shall be deemed a breach of contract. In either case, the Application Deposit shall then become nonrefundable to the extent that such deposit may be withheld and used to offset and recompense any and all losses incurred as a result of such breach, including, but not limited to, advertising and lost rent until the property is re-rented. Otherwise, the Application Deposit will be applied towards the Security Deposit.

Deposits and payments made by check may be cashed any time. If cashed, Applicant agrees that no refund need be made prior to ten (10) working days from the date proof is obtained that the maker's bank has cashed and honored said check.

Applicant represents all information on pages 1, 2, and 3 of this Application to be true and accurate and understands that owner/manager will rely upon said information when accepting this Application whether an independent investigation has been performed or not Applicant hereby authorizes owner/manager and his/her/its employees and agents to verify said information and make independent investigations in person, by mail, phone, fax, or otherwise, to determine Applicant's rental, credit, financial and character standing. Applicant hereby releases owner/manager, his/her/its employees and agents, The U.D. Registry, Inc., Its employees and agents and any and all other firms or persons investigating or supplying information, from any liability whatsoever concerning the release and/or use of said information and further, will defend and hold them all harmless from any suit or reprisal whatsoever. All holders, public and private, of any such information are hereby authorized to release, without reservation or limitation, any and all such information they have concerning Applicant and in so doing, will be acting on Applicant's behalf at Applicant's request and will be held blameless and without any ability whatsoever. A copy, fax, or other reproduction of this Authorization shall be as effective as the original.

Dated _____ Applicant's signature _____ Applicant's name PRINTED _____

NOTICE: The rental for which you are applying may be reported to and monitored by various Consumer Credit Reporting Agencies. Your failure to satisfactorily perform your rental obligations may result in a derogatory entry in your rental and/or credit consumer file and could hamper your ability to obtain housing and/or credit in the future. In addition, owner/manager may report any and all Information to other property owners/managers, credit grantors and/or public agencies.

BELOW AREA FOR OWNER/MANAGER'S USE ONLY

DRIVERS LICENSE VERIFICATION

NAME	D/L#	EXPIRES	DOB
ADDRESS	HT	WT	EYES
			HAIR

ACTION TAKEN

EVENT	DATE	TIME	BY (NAME)	\$ AMOUNT/REASON
SUBMITTED TO UDR				
APP () ACCPT () REJT				
WRITTEN REJT GIVEN				
DEPOSIT RETURNED				

COMMENTS