

CREDIT/RENTAL APPLICATION

RESIDENT SELECTION CRITERIA

APPLICANT NAME [REDACTED]

Property Address: _____ Jacksonville, FL _____ Rent: \$ _____ reservation fee: \$ _____

NOTE: Rent is payable in advance each month. Security deposit payable before signing the lease.

Application Requirements: All adult applicants 18 or older must submit a fully completed, dated and signed residency application and fee. Applicant must provide a state issued photo identification card or a driver's license, and a social security card. A non-refundable application fee of \$ 40.00 (money order/cashiers check) will be required for all adult applicants. We will need photocopy of your drivers license and your social security card before signing the rental agreement.

Income Requirements: Applicants must have a combined income of at least three times the monthly rent in the form of pay stubs or 3 last bank account statements showing the deposited income. We reserve the right to require a co-signer. A minimum of three years residential history is required. Self-employed applicants are required to produce, upon request, two years of tax returns or 1099's and last 3 bank statements showing matching deposits of income. Non-employed individuals must provide proof of income. All sources of other income must be verifiable if needed to qualify for a rental unit.

Credit Reporting: Our company policy is to report all non-compliances with the terms of your rental agreement or failure to pay rent as agreed, or any amounts owed to any or all of the various credit reporting agencies and to list your name in the Jacksonville Landlord tenant database.

Background Investigation Requirements: Criminal records must contain no convictions for felonies within the past five years and no sexual offenses ever. In the event a record comes back "adjudication withheld" further documentation may be required and applicant may be denied on this basis.

Rental/Mortgage Requirements: Previous rental history from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbance or illegal activities, no unpaid NSF checks, and no damage to unit or failure to leave the property clean and without damage at time of lease termination.

Pet Policy: No pets (with the exception of medically necessary pets – physician's note accompanied) of any kind are permitted without specific written permission of landlord in the lease documents, an addendum to the lease, a non-refundable pet fee acceptable to landlord and/or additional pet deposit and/or additional monthly pet rent. Pet rent and deposits are waived for medically necessary pets. Pet rents are established on a per property basis.

Holding or Good Faith reservation fee Requirements: Applicants will be required to pay a holding or good faith reservation fee within twenty four hours of being notified of acceptance or the dwelling will not be reserved for the approved applicant. We reserve the right to require an additional deposit and/or additional prepaid rent. We require a holding or good faith reservation fee to be collected to hold a property off the market. In the event the application is approved and applicant fails to enter into a rental agreement, the applicant shall forfeit this reservation fee. In the event the application is approved, this reservation fee shall be applied to the required security deposit.

All reservation fee's/ deposits and First months' rent have to be in the form of Money Order, Bank or Certified Checks.

Liquid Furniture: Liquid furniture is acceptable only with landlord's written approval and provided that the home is structurally safe for the weight and the applicant provides proof of insurance for \$300,000 naming the owner and property manager, if any, as beneficiary of any claim paid. The applicant will be responsible for 100% of any repairs and or replacements that are caused by liquid furniture malfunctions or abuse.

Occupancy Requirements: The number of occupants must be in compliance with HUD standards and guidelines for the applied for unit. The standards are as follows:

No more than 2 persons may occupy a 1 bedroom dwelling, No more than 6 persons may occupy a 3 bedroom dwelling,
No more than 4 persons may occupy a 2 bedroom dwelling, No more than 8 persons may occupy a 4 bedroom dwelling,

Utilities and Move in Date: Tenant promises to sign Rental Agreement no later then 48 hours from the moment he was approved and to have all Utilities turned on in their name no later than 48 hours prior to the Move in date in order to secure the right for the said property. Tenant promises to move into the property on the [REDACTED]. Failure to do so shall be considered abandonment of the property and the Landlord/Agent shall have the right without notice to take possession of the premises.

Section 8 Tenants: Applicant shall sign the lease within 48 hours after the rental property and the rent has been approved by the JHA inspector. In the event the applicant does not sign the rental agreement, the applicant shall forfeit the registration fee and the Landlord/Agent shall have the right to rent the premises to another applicant.

The tenants acknowledge that they reviewed/was given the option to review a sample of the rental agreement that they would need to sign and that they agree to its content and they agree to pay the solid waste & water fees charged by the City of Jacksonville in the amount of \$152 per year. [REDACTED]

No Verbal Agreements: Any exceptions to our criteria must be submitted in writing to the landlord for consideration. If approval is then given for such exceptions, additional security, co-signers, and/or additional advance rent payments may be required. No verbal agreements will be executed or honored. Any agreements must be in writing and signed by both parties.

By signing below, I indicate that I have read the above rental agreements and fully agree to the rental agreements.

[REDACTED]

Applicant Signature

[REDACTED]

Date

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(PLEASE PRINT CLEARLY)

APPLICANT NAME _____ Sex _____ Marital Status _____
Date of Birth _____ SSN _____
Drivers License _____ State _____
Home Phone: _____ Cell# _____ Work Phone: _____

PRESENT ADDRESS _____ City _____ State _____ ZIP _____
Landlord _____ Ph# _____
Move In Date _____ Lease End Date _____ Reason Moving? _____

PREVIOUS ADDRESS _____ City _____ State _____ ZIP _____
Landlord _____ Ph# _____
Move In Date _____ Lease End Date _____ Reason Moved? _____

PREVIOUS ADDRESS _____ City _____ State _____ ZIP _____
Landlord _____ Ph# _____
Move In Date _____ Lease End Date _____ Reason Moved? _____

PRESENT EMPLOYER _____ address _____
Occupation _____ Supervisor _____ Phone _____
How long employed _____ Monthly Take Home \$ _____
Previous employer (same information): _____

ANY ADDITIONAL INCOME: _____

Have you ever been evicted? _____ If yes how many times _____
Why where you evicted _____
Have you ever been served an eviction? _____ if yes how many times? _____
Why you were served? _____

- Have you ever broken a rental or lease agreement?..... Yes No
- Have you ever declared or filed bankruptcy? Yes No
- Have you ever declared or filed foreclosure? Yes No
- Have you ever been sued for nonpayment of rent?..... Yes No
- Have you ever been sued for damages to rental property?..... Yes No
- Have you ever been convicted of criminal act? Yes No
- Do you have any pets or do you plan to acquire any?..... Yes No
- Are there any outstanding judgments against any occupant..... Yes No

If answer to any question is "yes", then please specify:

 Continued on a separate page →

Applicant Signature

Date

CREDIT/RENTAL APPLICATION
(PLEASE PRINT CLEARLY)

LIST ALL PERSONS TO OCCUPY THE PREMISES.
(ONLY THESE PERSONS WILL BE PERMITTED RESIDENCE)

Name _____ Age _____ Relationship _____
Name _____ Age _____ Relationship _____
Name _____ Age _____ Relationship _____
Name _____ Age _____ Relationship _____
Name _____ Age _____ Relationship _____

LIST ALL AUTOS, CAMPERS, BOATS, TRAILERS - TO BE PRESENT ON THE PREMISES.
(ONLY THESE WILL BE PERMITTED ON PREMISES)

Make _____ Model _____ Color _____ Year _____ Tag No _____
Make _____ Model _____ Color _____ Year _____ Tag No _____
Make _____ Model _____ Color _____ Year _____ Tag No _____

BANKING REFERENCE

Bank Name _____ Phone _____
Checking Acct No _____ Savings Account No _____

MONTHLY OBLIGATIONS

Car 1 - Payment _____ Car 2 - Payment _____
Child support and alimony payment _____
Other Payments _____

PERSONAL REFERENCES - IN CASE OF EMERGENCY

Family Attorney _____ phone# _____
Doctor _____ phone# _____
Family member not occupying the premises :
Name _____ Ph# _____ Relationship _____
Name _____ Ph# _____ Relationship _____

By signing the application you grant us permission to communicate with all the contacts listed in this section in the event we can't locate you

Any other information applicant would like to share: _____

FOR HUD APPLICANTS ONLY

How many Bedrooms & Amount is the Voucher issued for: Bedrooms: _____ Amount: \$ _____
How long on Section 8 / HUD Program _____
Name of your Case Worker _____ Phone # _____

Applicant Signature

Date

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(PLEASE PRINT CLEARLY)

General information

Have you ever been served a late rent notice? _____

Do any of the people who would be living in the property smoke? _____

How long do you think you would be renting from us? _____

Have you ever filed for bankruptcy? If so, when? _____

Have you ever been convicted of a felony or any other criminal record? _____

Have you ever been served an eviction notice? If so, when? _____

How many pets do you have (list type, breed, approx weight & age) _____

Have you had any reoccurring problems with your current apartment or landlord? If yes, please explain: _____

Why are you moving from you current address? _____

Have you been a party to a lawsuit in the past? If yes, please explain why: _____

We may run a credit check and a criminal background check. Is there anything negative we will find that you want to comment?

How did you hear about this property? _____

Do you have an e-mail address we can reach you at? _____

The undersigned represents the above statements are true and complete and hereby authorizes verification of any and all information. This application shall become an addendum to the Rental Agreement when said Agreement is signed by Tenant(s). I hereby authorize the verification of all above information by the Landlord/agent of the property including my credit, rental, checks writing, employment history including salary and previous landlord. Application is hereby made and accepted pending verification and suitability of information listed and credit approval.

Applicant Signature

Date

AUTHORIZATION TO VERIFY INFORMATION

(PLEASE PRINT CLEARLY)

I, _____ hereby grant permission to the Landlord/Agent and/or their assigns to verify all the information filled in the Credit/Rental Application including my credit, rental, check writing, employment history including salary and previous Landlord or any other background check.

Address: _____

City: _____ Zip: _____

Telephone: _____

Signature: _____