



RESIDENT SELECTION CRITERIA GUIDE

1. All Adult applicants 18 or older must submit a fully completed, dated and signed residency application and fee. Applicant must provide proof of identity. A Non refundable application fee will be required for all adult applicants. Applicant may be required to be approved by a condo/homeowner's association and may have to pay an additional application fee or an additional security or damage deposit.
2. Applicants must have a combined gross income of at least three times the monthly rent. We reserve the right to require a co signer. A minimum of two years residential rental history is required.
3. **Copy of recent credit Score – values that equal Good or Excellent.** (or \$35 dollars per person) Credit history and or Civil Court Records must not contain slow pays, judgments, eviction filing, collections, liens or bankruptcy within the past 5 years. **Ref:#13.**
4. Self employed applicants may be required to produce upon request 2 years of tax returns or 1099s and non employed individuals must provide verifiable proof of income and or Bank Statements.
5. **All sources of other income must be verifiable** if needed to qualify for a rental unit.
6. Criminal records must contain no convictions for misdemeanors for crimes involving violence, assault or battery, drugs, firearms; felonies within the past seven years and no sexual offenses ever. In the event a record comes back "adjudication withheld", "nolle prosequere", or "adjudication deferred", further documentation may be required and applicant may be denied on this basis.
7. Previous rental history reports from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbances 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.
8. No pets (with the exception of medically necessary pets for the benefit of the occupant(s)) **of any kind are permitted without specific written permission of landlord in the lease document**, an addendum to lease, a non-refundable pet fee acceptable to landlord and/or an additional pet deposit or additional security deposit. Fees and deposits are waived for medically necessary pets.
9. A **non-refundable property preparation fee \$50** will be charged at to the Resident. Applicants will be required to pay a security deposit at the time of lease execution in a minimum amount of \$50 less than one month's rent. We reserve the right to require a higher security deposit and or additional prepaid rent.
10. The number of occupants must be in compliance with HUD standards/guidelines for the applied for unit.
11. We may require a holding or good faith deposit to be collected to hold a property off the market. In the event the application is approved and applicant fails to enter into a lease, the applicant shall forfeit this deposit. In the event the application is approved, this deposit shall be applied to the required security deposit.
12. **Any exceptions to our company's criteria will need to be submitted in writing to the rental agent for presentation 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.
13. Our company policy may choose to report non compliances with terms of your rental agreement or failure to pay rent, or any amounts owed to the credit bureau and/or a collection agency and if the amount is disputed, it shall be reported as disputed in accordance with law.

RE/MAX PREFERRED D Sames APPLICATION FOR RESIDENCY Page 2 of 2 pages.

PLEASE FILL OUT PAGE 2 COMPLETELY – Fax to 727 367 6779 - THANK YOU

Please Tell Us about Yourself

Applicant <small>Last First Middle Maiden</small>			Date of Birth		Social Security #		Driver's License #		
Marital Status		Present Phone No. ()		9:00 to 5:00		CONTACT PHONE NO.: () Ext.			
Have you ever had an eviction filed against you? Yes No				PETS (Keeping of pets requires a pet deposit and owner's consent)		Breed		Age Weight	
Present Address <small>Street # Name Apt. # City State Zip</small>		Rent/Mortgage Pymt		Own <input type="checkbox"/>		Rent <input type="checkbox"/>		Since / /	
Landlord Mtg. Co. <small>Name Address City State Zip</small>		Phone No. ()		Own <input type="checkbox"/>		Rent <input type="checkbox"/>		Since / /	
Previous Address <small>Street # Name Apt. # City State Zip</small>		Rent/Mortgage Pymt		Own <input type="checkbox"/>		Rent <input type="checkbox"/>		Since / /	
Have you or any occupants ever been arrested for, convicted of, put on probation for, or had adjudication withheld or deferred for a felony offense? Yes No				If yes, please explain					

Please Tell Us about Your Job

Present Employer <small>Name Business Address City State</small>		Phone No. ()	
Position Supervisor		Monthly Income From / / to / /	
Previous Employer <small>Name Business Address City State</small>		Phone No. ()	
Position Supervisor		Monthly Income From / / to / /	

Please Give Us the Following Information

Emergency Contact <small>Name Full Address</small>		Phone No. ()	
Automobile 1 st Car <small>Year Make Model Color Tag #</small>		Automobile 2 nd Car <small>Year Make Model Color Tag #</small>	
Children Occupying <small>Name Age Name Age</small>		Name Age	
Bank Ref <small>Name Location City State</small>			

Applicant represents that all of the statements and representations are true and complete, and hereby, authorizes verification of the above information, references and credit records. Applicant understands that an investigative consumer report including information about character, credit history, general reputation, personal characteristics, mode of living, and all public record information including criminal records may be made. Applicant agrees that false, misleading or misrepresented information may result in the application being rejected, will void a lease/rental agreement if any and/or be grounds for immediate eviction with loss of all deposits and any other penalties as provided by the lease terms if any. Applicant authorizes verification of all information by the Landlord and or Management Company. Applicant has the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation. **NON REFUNDABLE APPLICATION FEE**--Applicant(s) has paid to Landlord and/or Management company herewith the sum of **\$35 per person** as a **NON REFUNDABLE fee** for costs, expenses and fees in processing application. **APARTMENT DEPOSIT AGREEMENT** --Applicant has deposited "DEPOSIT" of \$ in consideration for taking the dwelling off the market while the application is being processed. If applicant is approved by Landlord and/or Management and the lease is entered into and possession of the apartment is taken **the "APARTMENT DEPOSIT" shall be applied toward the security/damage deposit.** If applicant is approved, but fails to enter into the lease within 3 days of verbal and/or written approval and/or take possession after lease signing, the **FULL "APARTMENT DEPOSIT"** shall be forfeited to the Landlord or Management in addition to any penalties as provided in the lease if the lease has been signed by the applicant. **The "APARTMENT DEPOSIT" shall be refunded only if applicant is not approved.** Keys will be furnished only after lease and other rental documents have been properly executed by all parties and only after applicable rentals and security deposits have been paid. This application is preliminary only, in no way implies that a particular rental unit shall be available and in no way obligates Landlord or Management to execute a lease or deliver possession of the proposed premises.

I HAVE READ AND AGREE TO THE PROVISIONS AS STATED

Applicant Signature
Date

SECURITY DEPOSIT	\$ _____
PET SECURITY	\$ _____
PET FEE	\$ _____
CREDIT CHECK FEE	\$ _____
PAID WITH APPLICATION	\$ _____
BALANCE OF DEPOSIT DUE	\$ _____
FIRST MONTH'S RENT	\$ _____
TOTAL DUE BEFORE MOVE-IN	\$ _____
RECEIVED BY: _____	\$ _____
APPROVED BY: _____	\$ _____