

Prestigious Property Management

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RENTAL APPLICATION

I am interested in: _____ Date needed: _____

NAME OF APPLICANT: _____ SS# _____

Phone: _____ DOB _____

Cell Phone: _____ Email: _____

DRIVER'S LICENSE #: _____ State: _____

NAME OF CO-APPLICANT: _____ SS# _____

Phone: _____ DOB _____

Cell Phone: _____ Email: _____

DRIVER'S LICENSE #: _____ State: _____

LIST OF DEPENDENTS WHO WILL ALSO OCCUPY THIS PROPERTY (Excluding Co-Applicant)

NAME: _____ DOB _____ How many smoke? _____

NAME: _____ DOB _____ How many pets? _____

NAME: _____ DOB _____ What kind of pets? _____

NAME: _____ DOB _____ _____

In case of emergency, notify _____ Relationship: _____

Phone: _____ Address: _____

RESIDENCE HISTORY FOR THE PAST 3 YEARS

CURRENT ADDRESS: _____

Month/Year moved in: _____ Reason pending move? _____

Owner/Agent/Landlord's Name: _____ Phone: _____ FAX: _____

PPM CONFIRMATION: _____

PREVIOUS ADDRESS: (If within 2 years) _____

Month/Year moved in: _____ Moved out: _____ Reason for leaving: _____

Owner/Agent/Landlord's Name: _____ Phone: _____ FAX: _____

PPM CONFIRMATION: _____

EMPLOYMENT INFORMATION

APPLICANT STATUS: FULL-TIME PART-TIME STUDENT RETIRED UNEMPLOYED

Employed by: _____ Phone: _____

Address: _____ Salary \$ _____ per _____

Supervisor: _____ Phone: _____

Position: _____ Department _____ Hire Date: _____

PPM CONFIRMATION: _____

IF employment is less than 12 months, give Name, Address, Phone # of Previous Employer:

Why do you no longer work with this company? _____

CO-APPLICANT STATUS: FULL-TIME PART-TIME STUDENT RETIRED UNEMPLOYED
Employed by: _____ Phone: _____
Address: _____ Salary \$ _____ per _____
Supervisor: _____ Phone: _____
Position: _____ Department _____ Hire Date: _____
PPM CONFIRMATION: _____

IF employment is less than 12 months, give Name, Address, Phone # of Previous Employer:

Why do you no longer work company? _____

Are there other sources of income you would like us to consider?

Amount \$ _____ Source: _____ Phone: _____
Explain: _____

VEHICLE INFORMATION

1st Vehicle Make and Model: _____ YR _____ License Plate # _____
2nd Vehicle Make and Model: _____ YR _____ License Plate # _____
3rd Vehicle Make and Model: _____ YR _____ License Plate # _____

AGENT TO CHECK ID AND SIGNATURE: (Make copy) Social Security Card, driver's license or State ID, military ID, pay stub, W-2 form or current utility or phone bill. _____

MISCELLANEOUS INFORMATION

Have you every declared bankruptcy? _____ If so, when? _____

Have you ever been a defendant in an unlawful detainer (Eviction) lawsuit or defaulted (Failed to Perform) any obligation of a rental agreement or lease? _____
If YES, describe circumstances: _____

Have you ever willfully or intentionally refused to pay rent when due? _____
If YES, describe circumstances: _____

Are there any money judgments pending against you? _____
If YES, describe circumstances: _____

Have you ever been convicted of any drug related or alcohol related activities? _____
If YES, please explain: _____

Have you been convicted of a felony? _____
If YES, please explain: _____

Tell us any other information about yourself that might help us to evaluate your application:

APPLICANT AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

PLEASE READ CAREFULLY BEFORE SIGNING

As an Applicant and/or Co-Applicant, I am aware that a credit check will be made on our behalf. I am also aware that there is a NON-REFUNDABLE cash application fee that will be collected. We are unable to supply you with a copy of this report due to regulation. I further understand that all properties are rented in "AS IS" condition unless otherwise agreed upon by the Property Manager in writing. All applications are subject to owner approval. In considering this application from you, management will rely heavily on the information you have supplied. It is important that the application be accurate and complete. If applicant has made any misstatements of material facts relating to the application or lease, landlord at her option, may deny this application, cancel the lease with proper notice, and evict applicant. By signing this application, you represent and warrant the accuracy of the information, and you authorize the management company to verify any references that you have listed and to run a credit report. I understand that if I do not live up to the rental agreement or fail to pay the rent, information may be turned over to a credit reporting agency. I understand that should I lease with Prestigious Property Management, they shall have a continuing right to review my credit information, any time before, during or after any tenancy to: (1) obtain a copy of Applicant's credit report; (2) obtain a criminal background check related to Applicants or any other occupant; (3) verify any rental or employment history or verify any other information related to this application with persons knowledge of such information for account review purposes and for improving application review methods. All residents over the age of 18 must sign on the rental agreement and only those listed will occupy the premises.

This release and authorization acknowledges that Prestigious Property Management may now, or at any time while I am renting, conduct a verification of my current and previous tenant history, current and previous employment, credit history, contact personal references, and to receive any criminal history information pertaining to me which may be in the files of any Federal, State and Local criminal justice agency, and to verify any other information deemed necessary to fulfill the Tenant requirements. The results of this verification process will be used to determine tenant eligibility under Prestigious Property Management tenant policies. I authorize Background Info USA and any of its agents to disclose orally and in writing the results of this verification process to the designated authorized representative Prestigious Property Management. I have read and understand this release and consent and I authorize the background verification. I authorize persons, schools, current and former employers, current and former landlords and other organizations and Agencies to provide BACKGROUND INFO USA with all information that may be requested. I hereby release all of the persons and agencies providing such information from any and all claims and damages connected with their release of any requested information. I agree that any copy of this document is as valid as the original.

APPLICANT'S SIGNATURE: _____ DATE: _____
CO-APPLICANT'S SIGNATURE: _____ DATE: _____
CO-APPLICANT'S SIGNATURE: _____ DATE: _____

ONLY THE CURRENT OR PREVIOUS LANDLORD COMPLETES

RENTAL REFERENCES

Name of Applicants: _____
Current address: _____
Date moved in: _____ Date moved out: _____ Monthly rent \$ _____
Landlord's name: _____ Phone _____ FAX _____
Previous address: _____
Landlord's name: _____ Phone _____ FAX _____
Date moved in: _____ Date moved out: _____ Monthly rent \$ _____
How many times late during tenancy: _____ All late fees paid? _____
Money owed upon move-out \$ _____ Did tenant pay all monies due? _____
Account turned over to Collection Agency? _____
Police activity during tenancy ? _____ Details: _____
Condition of home upon move-out: _____

Signature of Landlord _____ DATE _____

**PRESTIGIOUS PROPERTY MANAGEMENT
STATEMENT OF RENTAL POLICY**

We are an equal opportunity housing provider. We comply with the Federal Fair Housing Act. We do not discriminate against any person because of race, color, religion, sex, handicap, familial status or national origin. We also comply with all state and local fair housing laws.

Agency Disclosure: Prestigious Property Management is an agent for the property owner, and as such, represents the owner's interest in all rental and leasing transactions.

Rental home availability policy: Rental homes become available when they are ready to rent. A vacant rental home will not be declared available until it has been cleaned and prepared for a new resident. We update our list of available rental homes as each rental home becomes available. A rental home that was unavailable in the morning may become available later that same day. Available rental homes cannot be viewed until an application has been accepted by Management.

Occupancy guidelines: To prevent overcrowding and undue stress on plumbing and other building systems, we restrict the number of people who may reside in a rental home. In determining these restrictions, we adhere to all applicable fair housing laws. We allow two (2) persons per bedroom.

Application process: We evaluate every unit application in the following manner: You must submit a complete and signed rental application and answer all questions on the form. We will determine from your responses to the application questions, if you qualify for the unit you are applying for. If you do not qualify, we will reject your application. If you do, we will proceed to process your application which includes checking on each applicant's credit report over the age of 18, checking criminal history, employment and rental references to confirm that they all meet our rental criteria. If you meet our criteria, we will approve your application. This process takes one (1) or two (2) days.

Viewing the unit: Prestigious Property Management will only show units once the application has been completed and reviewed by an Agent. Showings must be scheduled Monday – Friday, 9:00 AM to 4:00 PM. For the safety of our staff, no showings will be made after dark. In some instances, a 24 hour appointment may be necessary. Unit may be held with reservation fee, **in the form of cash or money order**, equal to 50% of required security deposit AND signing a Deposit to Hold Agreement. If applicant places a reservation fee on the property and does NOT enter into a lease agreement on that property, then the amount deposited shall be retained as liquidated damages for holding the property off the rental market.

Deposit and Receipt: A **NON-REFUNDABLE \$30.00 CASH** application fee PER PERSON will be collected and shall not be applied towards any security deposits or rent:

Pets: NO pets unless otherwise noted. Rental homes that allow pets will require an additional \$150.00 pet fee per pet. Additional pet rent & additional security deposit may also be required.

Due to insurance costs and limitations, PPM does NOT allow the following types of dogs in any of our properties: Pitbulls, Rottweillers, Chows, Doberman, German Shepherds, American Staffordshire Terriers, Wild dogs such as coyotes, wolves, and dingos are prohibited.

Security deposit: The stated security deposit and first month's rent deposit must be paid in full at the time of lease execution. No payment arrangements can be made.

Rental criteria: To qualify for a unit at Prestigious Property Management, you must meet the following criteria: Your monthly income must be at least 2 1/2 times the monthly rent. (2 times for affordable housing communities). You must be able to prove at least one (1) year employment immediately preceding the date of your application. If you are unemployed, you must provide proof of a source of income.

Rental history: You must have satisfactory rental references from at least two (2) prior landlords. If you have had lease violations, excessive late payments, unit damages or have been convicted or sued for any lease violation, we will reject your application.

Credit history: Your credit record must currently be satisfactory. If your credit history shows any unpaid collections (other than proven medical bills), judgments, liens or excessive late payments, we may reject your application. Applicants with credit reports showing bankruptcies filed in the last 12 months may be rejected. We will take all circumstances under review.

Criminal history: If you have ever been convicted of a felony, we will reject your application. If you have been convicted of a misdemeanor involving dishonesty or violence, within the past five (5) years, we will reject your application.