

Keller Williams Property Management

Application for Tenancy

All persons 18 and older who will be residing at the property are required to complete an application

Address of Property applying for _____ Occupancy Date: _____

Tell us about yourself

Applicant Name: Last | First | Middle | Maiden | Date of Birth

Drivers License # | State Issued | Social Security #

Marital Status | Telephone # | Contact # | Yes () No () Are you a Smoker

Yes () No () | Have you ever had an Eviction filed against you. | Brief Explanation

Present Address | RENT () | OWN () | Dates | Amount

Landlord or Mortgage Holder | Address | Telephone Number

Previous Address | RENT () | OWN () | Date | Amount

Landlord or Mortgage Holder | Telephone Number

Yes () No () | Have you ever been arrested for, convicted of, put on probation for, or had adjudication withheld or deferred for a felony offense? | if yes please explain

Emergency contact name | Telephone # | Address

Employment

Present Employer	Address	Telephone #
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Position	Dates of Employment	Supervisor's Name	Monthly Income
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Previous Employer	Address	Telephone Number
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Position	Dates of Employment	Supervisor's Name	Monthly Income
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Please give us the following information:

Automobile #1 Make/Model	Year	Color	Tag#
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Automobile #2 Make/Model	Year	Color	Tag #
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Other Vehicles, Vans, Motorcycles, Recreational Vehicles or Watercraft Tenant requests to be kept at Property

Please list

Yes () No ()

Are any of the above Commercial Describe

The Premises are to be occupied by the following persons:

Pets: Yes () No ()

Type	Breed	Age	Weight
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Type	Breed	Age	Weight
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A separate application is required to be complete and approved by management and a pet addendum signed prior to bringing any pet onto the property

1. **AUTHORIZATION.** Applicant or applicants authorizes verification of all information by the landlord and or Management Company and authorizes the Landlord and or Management Company to conduct a full background check including but not limited to credit, bank account, employment, eviction, criminal background checks, references and authorize Management Company or assigns to contact any persons or companies listed on the application. Applicant authorizes information gathered on the applicant may be shared with the landlord to determine applicants eligibility'.

2. **CORRECT INFORMATION:** Applicant or Applicants affirm that all the information on the application is true, accurate, complete and correct and agree if this is not so, the application may be denied and/or the lease will be held in default and may be subject to eviction with loss of all deposits and other penalties as provided by the lease terms if any. Applicant or applicants agree to provide copies of current driver's license or other form of picture identification as verification of identity with submission of the application.

3. **APPLICATION FEE:** Applicant or Applicants has/have paid a NON REFUNDABLE application fee of \$50 per applicant. All adults 18 year or older residing in the rental property must complete an application. NO Application will be processed unless the application is completed in full; the application fee has been paid and a copy of proper ID received.

4. **RESIDENT SELECTION CRITERIA:** Applicant or Applicants have read and understands the rental selection criteria

5. **GOOD FAITH DEPOSIT:** The Applicant or Applicant has/have deposited a RENTAL DEPOSIT of _____ (\$50 less than monthly rent) in consideration for taking the dwelling off the market while the application is being processed. If applicant is approved by Landlord and /or Management Company and the lease is entered into and possession of the property is taken the "Rental Deposit" shall be applied toward the security/damage deposit. If an applicant is approved but fails to enter into a lease within 3 business days of verbal or written approval and/or take possession after lease signing, the FULL "RENTAL DEPOSIT" shall be forfeited to the Landlord or Management Company in addition to any penalties as provided in the lease if the lease has been signed by the applicant. The "Rental Deposit" shall be refunded only if applicant is not approved.

6. **KEYS:** Keys will be furnished only after lease and all documents have been properly executed by all parties and only after applicable rental and security deposits have been paid, homeowner or condominium association requirements are met and funds have cleared. We required payment of all initial funds be paid 10 days in advance or paid by cashier check or money order. Keys shall not be furnished earlier than the business day prior to the lease start date.

This application is preliminary only and 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 _____ 2nd Applicant Signature _____ Date _____

Address: _____ Monthly Rent: _____
_____ Security Deposit: _____
_____ Pet Application Fee _____
_____ Application Fee: _____
_____ Pet Fee _____
_____ Paid With Application: _____

Total Due prior to Move in: _____

How did you hear about this property: _____

Please give us the name address and contact information if you were referred by a Real Estate Agent:
