

MILOFF AUBUCHON REALTY GROUP, INC.

Voice: (239) 541-3735 Fax: (239) 549-6081

APPLICATION TO LEASE

INCOMPLETE or ILLEGIBLE INFORMATION WILL DELAY PROCESSING

Showing Agent: _____

Property Desired: _____ Proposed move-in date: ____/____/____

IMPORTANT: TO APPLY, THE FOLLOWING IS REQUIRED:

1. All applications must be filled out COMPLETELY and signed by the applicant where indicated.
2. A separate application must be filled out for each applicant 18 years old and older.
3. An application processing fee in money order or check must accompany this application.
NO APPLICATION WILL BE PROCESSED WITHOUT A PROCESSING FEE.
4. Reliable documentation and telephone numbers for all income must be provided.
5. **A copy of driver's license, military ID or State ID is required to process your application.**
6. **Proof of employment (2 most recent payroll stubs or letter of intent) is required.**
7. All intended applicants and residents must be listed below.
8. You must disclose all pets, vehicles of any nature and water filled furniture.

YOU ARE HEREBY NOTIFIED OF THE FOLLOWING PROCEDURES AND POLICIES:

1. The application processing fee is NON-REFUNDABLE.
2. Pets must be approved by the lessor.
3. If you have water filled furniture, you must provide the lessor with proof of insurance. FS83.535
4. No properties are held for over 30 days, and are only held with the required holding deposit.
5. If approved, a holding deposit must be paid within one (1) business day in order to hold the property and refuse other applicants. If the applicant defaults on renting the property AFTER APPROVAL, the holding deposit will be forfeit.
6. If approved, all move-in monies owed must be paid in full with certified funds (cashier's check or money order) PRIOR TO RENTING. We always require first month's rent, last month's rent, pro-rated first month's rent if applicable, and a security deposit equal to one month's rent as move-in charges. HOA application fees may also apply. Ask your agent for a full breakdown of move-in charges at any time.
7. It is highly recommended that you purchase Renter's Insurance.

I, THE UNDERSIGNED APPLICANT, affirm the information contained in this four page application is true and correct and authorize Miloff Aubuchon Realty Group, Inc. to verify all information contained in this application including obtaining a credit report. 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. I understand that due to the Fair Credit Reporting Act that I will not be furnished a copy of my credit report from Miloff Aubuchon Realty Group, Inc. or its members. I may, however, obtain a free credit report from Fidelis if my application is denied for credit reasons. I understand that an investigative consumer report including information about character, credit history, general reputation, personal characteristics, mode of living, previous landlord verification, and all public record information including criminal records may be made. I also agree and understand that certain Home Owner's Associations (HOA) may require certain background information from Miloff Aubuchon Realty Group, Inc. in order to approve your application and we may release criminal background information to the HOA. I also understand that this application is the property of Miloff Aubuchon Realty Group, Inc. A sample lease will be provided to you upon request or you may download one from our website.

Applicant's Signature: _____

I also affirm the following will be the residents of the property:

Please list the first and last names of all prospective tenants, including you:

- | | |
|-------|----------------------|
| _____ | Date of Birth: _____ |
| _____ | Date of Birth: _____ |
| _____ | Date of Birth: _____ |
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PLEASE PRINT FIRMLY & CLEARLY

Full Name: (First) _____ (Middle) _____ (Last) _____

Soc. Security #: _____ / _____ / _____ Birth Date: ____ / ____ / ____

Evening Phone: (____) ____ - _____ Day Phone: (____) ____ - _____ Cell: (____) ____ - _____

Email address: _____

Driver's License #: _____ State of Issue _____

Residential History

We require a minimum of 3 years of residential history

Current Address: _____ City: _____ State: _____ Zip: _____

Landlord: _____ Telephone: _____

Landlord's email: _____

I/We **Owned** this Home I/We **Leased** this home I/We lived with relatives

If you leased this property, are you related to the landlord? Yes No (circle one if applicable)

Reason for Vacating: _____

Rent Amount: \$ _____ Rent from: _____ to _____ Was 30 day notice given? ____ When? _____

Former Address: _____ City: _____ State: _____ Zip: _____

Landlord: _____ Telephone: _____

Landlord's email: _____

I/We **Owned** this Home I/We **Leased** this home I/We lived with relatives

If you leased this property, are you related to the landlord? Yes No (circle one if applicable)

Reason for Vacating: _____

Rent Amount: \$ _____ Rent from: _____ to _____ Was 30 day notice given? ____ When? _____

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Employment

Current Employment: _____

I am self-employed (tax returns and other proof of income may be required)

Supervisor: _____ Your Position: _____

Supervisor's email: _____ Telephone (____) _____ - _____

Employer Fax Number (____) _____ - _____

Full address of Employer _____

Length of Employment: ____/____/____ to ____/____/____ Full-time__ Part-time__ Salary: _____ per _____

Total household combined MONTHLY income: \$ _____

(Your current employer will be contacted. Please be certain all information provided is accurate.)

Other Information

Vehicle Information:

Year: _____ Make: _____ Model: _____ Color: _____ License #: _____

Year: _____ Make: _____ Model: _____ Color: _____ License #: _____

Year: _____ Make: _____ Model: _____ Color: _____ License #: _____

Year: _____ Make: _____ Model: _____ Color: _____ License #: _____

Do you have any RV's, boats, trailers or motorcycles? If so, please list all: _____

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Please answer all of the following questions:

Will you have pets? Yes No Pets If yes, how many? _____

What type(s) of pets? (A pet application and deposit is required for each pet – some dog breeds are ineligible - please check ineligible list and contact your agent for a pet application)

Will you have any water filled furniture? _____ If yes, please specify _____

Have you ever declared bankruptcy? _____ If yes, when? _____

Have you ever had an eviction filed against you? _____ If yes, please specify _____

Have you ever been charged with a felony? _____ If yes, please specify _____

Have you ever been charged with a misdemeanor? _____ If yes, please specify _____

Have you ever refused to pay rent / broken a lease? _____ If yes, when and why _____

Have you or any occupants ever been convicted of, arrested for, put on probation for, or had adjudication withheld or deferred for a felony offense? _____ If yes, when and why? _____

Applicant's Signature: _____

Date: ___/___/___

For internal use only:

PRA: _____

PKG: MC

S

VEMP

VLLD 1 - 2



Miloff Aubuchon Realty Group, Inc.
Authorization

Property Address: _____

Information: The undersigned authorizes Miloff Aubuchon Realty Group, Inc. to charge to the following credit card.

Type of Card: ___Master Card ___Visa Card ___Discover Card ___American Express

Credit Card #: _____ - _____ - _____ - _____

Expiration Date: ___ ___/ ___ ___/ ___ ___ V Code (3 digit pin # on back of card) ___ ___ ___

Name exactly as it appears on the Credit Card: _____

Billing Address: _____ - _____, _____

Resident

Resident elects to pay the following items via Credit Card:

Application Processing Fee: (\$50 per adult 18years of age & older) \$_____.

Authorization

Phone Authorization: Date: ___ ___/ ___ ___/ ___ ___ -Time: ___ : ___ M - By: _____

I/We acknowledge and agree to the above and authorize to the above charge to my/our Credit Card.

Card Holder Date

Card Holder Date

RESIDENT SELECTION CRITERIA

Miloff Aubuchon Realty Group, Inc.

Credit Scoring (based on TransUnion FICO):

550+

Applicant may be approved if all other qualifications listed below are met.

450-550

Applicant will be required to pay a Double Security Deposit.

N/A (no score) to 450

Applicant will be required to pay a full year's rent + security deposit(s) paid up front and in full, or applicant(s) is denied.

1. All Adult applicants 18 and 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 and/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. Credit history and or Civil Court Records must not contain slow pays, judgments, eviction filing, collections, liens, or bankruptcy within the past 3 years. Only discharged bankruptcies will be considered. Any currently open bankruptcies will not be considered. Any extenuating circumstances must be submitted in writing.
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.
5. All sources of other income must be verifiable if needed to qualify for a rental unit.
6. No felonies of illegal manufacture or distribution of a controlled substance within the last 7 years, No felonies resulting in bodily harm or intentional damage or destruction of property for example, "arson", within the last 7 Years. No sexually related offenses for any time period.
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) 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 minimum non-refundable property preparation fee may be charged to the Resident(s) at time of leasing the property. It will be used at the end of your Lease term to cover any needed cleaning, carpet cleaning, and re-keying. Other mandatory minimum fees for cleaning, carpet cleaning, re-keying, etc. may be charged as per the Lease. Resident(s) shall still be liable for amounts for damages, cleaning, re-keying etc. that exceed this non-refundable property preparation fee or minimum fees.
10. Applicants will be required to pay a security deposit at the time of Lease execution in a minimum amount of one months rent. We reserve the right to require a higher security deposit and or additional prepaid rent.
11. The number of occupants must comply with HUD standards/guidelines for the applied for unit.
12. We will not lease any property to more than two unrelated persons.
13. We require a holding deposit equal to one month's rent to be collected to hold a property off the market for a maximum of 30 days. Your Lease must begin within 30 days of receipt of the holding deposit. 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.

I have read and understand the above criteria: _____Initial _____Initial _____Initial