

RENTAL APPLICATION

Deese Management & Real Estate, Inc.

Application Process & Time Frame

- Processing an application takes approx. 3-5 business days. In some cases, approval by homeowners, homeowner associations, condo associations and/or other circumstances may require some applications to take longer. You will be contacted upon approval or denial. Due to the volume of calls concerning rentals, applications, etc., we respectfully ask that you do not contact the management office prior to 5 business days for an update on your application status; we will contact you. All Adults, 18 years of age and older, must submit a fully completed, signed, and dated Rental Application, and pay the non-refundable application fee.

Costs:

- To process an application the Fee is \$45.00 per applicant. Cash, cashier's check or money order are acceptable forms of payment for the application fee. This fee must accompany the completed rental application provided by the management office. Incomplete applications and applications without proper application fee paid will not be processed and/or considered. The Rental Application fee is non-refundable.
- All Leases are prepared by an attorney per Florida Law. If you are the successful leasing candidate there is a Lease Fee of \$90.00 to cover administrative costs and the costs associated with having the Lease prepared. Subsequent renewals, or other leasing agreements, are charged \$45.00. These fees are subject to change at any time and for any reason without notice.
- Some homeowner/condo associations may require a separate application and/or application fees, and if such is the case you must remit applications. Deese Management & Real Estate, Inc. may forward your application, credit report, background report, and any other information associated with your application and/or potential tenancy to an Association and/or Owner-Landlord if requested or required.
- Where Pets are permitted, there is a \$400.00 non-refundable Pet Fee, Per Pet. No Pet(s) of any kind is permitted on the rental premises without the specific written authorization of the Owner-Landlord/Agent in the lease agreement, an addendum to the lease, a non-refundable pet fee acceptable to the Owner-Landlord/Agent and/or additional pet fee or security deposit. Some Breeds are not permitted on to the rental premises, i.e., Pit Bulls, Huskies, Staffordshire Terriers/Bull Terriers, Rottweilers, Dobermans, German Shepherds, etc. Moreover, the weight and number of pets may be restricted. It is the Owner-Landlords right to accept or deny any pet(s) onto the rental premises. Service Animals are not required to pay the Pet Fee(s).
- If your application has been Approved, you will have (48) hours from the date of approval notification by our Office to place a non-refundable Holding Fee in the amount equal to one month's rent. Due to the high demand for housing, we will not hold any property off the active rental market without a Holding Fee paid. If you do not comply with this requirement, your application may be denied and/or we may rent the property you applied for to someone else. In the event you refuse to take possession of the rental property and/or fail to enter into a lease agreement on or before the date you provided on this rental application, you shall forfeit the Holding Fee as liquidated damages. The

Holding Fee will be applied towards the Move In Balance once the lease agreement is signed by all parties.

- All Funds must be in the form of a Cashier's Check or Money Order. At no time, prior to or during tenancy, will Third Party checks be accepted. We do not accept Personal Checks for initial funds. However, subsequent months thereafter may be paid by Personal Check provided approval to do so has been given by the Property Manager/Broker of the Office.

The Application & Residential Selection Criteria:

- Expect that we will pull a Credit Report, verify Landlord Reference(s), complete a civil & criminal background report and verify Income/Employment. We do not encourage applications where there is inadequate income, bad housing references, bad credit and/or negative background reports. Moreover, we cannot give you an 'idea' of whether or not your application will be approved or denied based on general conversations. All applications are processed by the Criteria herein.
- Applicant must have a gross monthly income of (3) times the monthly rent amount. If multiple applicants, combined monthly gross income must be at least (3) times the monthly rent amount. Non-employed applicants must show proof of income. Self-employed applicants may be required to provide (2) years of tax returns and/or copies of 1099s. It is required that proof of income be submitted with all applications. Proof of Income examples are pay stubs, bank statements, w2s, 1099s, employment letters, SSI declaration letters and the like.
- Picture Identification is required at the time you submit your application. A color copy will remain on file.
- A minimum of (2) year residential housing history is required. It is our policy to get a written Landlord Reference from your current and/or previous landlord(s). Living with family is not a housing reference. Staying with friends, and paying weekly or monthly, is not a housing reference. Be advised if you have limited and/or no residential housing reference we will likely require additional security deposit and/or advance rents, and we reserve the right to deny your application if you do not meet the residential housing history criteria.
- Credit History and/or Background Reports must not contain slow pay or late pay, judgements, eviction filings, collections, liens and/or bankruptcy. We will not provide you with a copy of your report but will provide you with the name of the credit reporting agency.
- Criminal reports and records must not contain sexual related offenses and/or convictions for the illegal manufacturing or distribution of a controlled substance. Felony convictions resulting in bodily harm, intentional damage and/or destruction to a property are possible situations where an application may be denied. Criminal reports and records are carefully reviewed as to the nature and severity of the conviction, taking into consideration circumstances, facts, offense, rehabilitation efforts, etc.
- Current and/or previous landlord references must reflect timely payment of rent, proper and sufficient notice, no disturbances, no bad checks no complaints and no illegal activity.
- Any exceptions to the Criteria must be submitted in writing to Management for consideration. If approval is then given for such exceptions, additional security deposit and/or advance rents may be required.

- **Our Company Policy is to report all non-compliance with the terms of your lease agreement and/or failure to pay rent, or any amount owed, to the credit bureau and/or collection agency. If the amount is disputed, it shall be reported as disputed in accordance with Law. You are hereby notified that a negative credit report reflecting on your credit may be submitted to a credit agency if you fail to fulfill the terms of your credit/rental obligations.**

Other Matters:

- **It is preferred that you view the rental premises prior to making an application. Should you have a showing appointment with our Office to view the rental property we manage, please be sure that all persons that will be making application or on a lease are at the onset showing appointment. We will not reschedule appointments for additional individuals to view, especially those not making an application or on a lease. It is our company policy to show one property then application must be made, and approved, prior to showing additional rentals we manage. In the event a property we manage becomes unavailable, that you applied for and for any reason, we will happily show you other rentals we manage provided your application has been approved.**
- **It is entirely possible that multiple applications will be received on a rental property at approximately the same time. We do not operate on a first come, first serve basis. Rather, we operate on our sole opinion what is the best qualified application. In such cases, more than one application may be approved, but obviously only one will be approved for the particular property. If your application is approved, but not the chosen approved application for the property you applied for, you may consider other available properties we have with no additional application fee required by our Office for up to (60) days from the date of your approval.**
- **No rental property will be held off the active rental market for more than (30) days. You are required to provide, on this application, the date in which you would like to take possession of the rental property. If you are unsure of the exact date at the time of completion and submission of this application, it is highly advised that you provide a date to the furthest extent allowed by this application. Hence, no rental property that we manage will be held off the active rental market for more than (30) days.**
- **A sample residential lease agreement and lease information form are provided for your review online at www.deeserentals.com They provide a general guideline of how our leases look and read and provide general policies and procedures. You may print these out from the website and keep a copy. By submitting this application, you acknowledge that you have reviewed such documents and understand them.**
- **Text, emails, and social media are not a form of communication concerning matters of your application, lease, policy, procedures, notices, maintenance and repair, or any other matters associated with tenancy. You can expect we will not respond via those avenues of communication. You are advised to contact the Office or the Property Manager/Broker in person or via telephone with any questions, comments, or concerns.**
- **Deese Management & Real Estate, Inc. is a Florida Registered Corporation and Licensed Florida Real Estate Brokerage with all Brokers Licensed in the State of Florida. No one other than the Broker-Owner, Christina M. Gentry, has the authority to approve, deny, negotiate, etc. concerning matters of your application. Verbal representations are non-binding. Brokers of Deese Management & Real Estate, Inc. work on behalf of the Owner-Landlord always, providing a fiduciary duty and sole representation. At no time do we offer Tenant Representation.**

PLEASE COMPLETE THE FOLLOWING...

Applicant Name: _____ Birth Date: _____
Present Full Address: _____
Best Contact #: _____ Other #: _____
Drivers License #: _____ Issue State: _____
SS#: _____ Email: _____

Any Other Occupants: YES _____ NO _____ If YES, How many? _____
Relationship of Others Occupant(s) to Applicant: _____
Pets: YES _____ NO _____ If YES, how Many & Type? _____
Car Year/Make/Model/Color: _____ Tag: _____
Car Year/Make/Model/Color: _____ Tag: _____
Any of the Vehicles above considered Commercial, have Lettering or Graphics, or
Advertisements? If so, please explain: _____

**If Employed less than (2) years, please give information on Previous Employment*

Current Employer: _____ Telephone: _____
Length of Employment: _____ Occupation/Title: _____
Monthly Gross Income: _____
Previous Employer: _____ Telephone: _____
Length of Employment: _____ Occupation/Title: _____
Monthly Gross Income: _____

**If less than (2) Years at Current Address, please provide Previous Landlord*

Current Landlord: _____ Telephone: _____
Length at Address: _____ Fax: _____
Previous Landlord: _____ Telephone: _____
Previous Full Address: _____
Length at Address: _____ Fax: _____

Do you have a Bank Account(s)? YES _____ NO _____
Is this Bank Account(s) Individual or Joint? _____
Please list the Name of the Bank(s), General Location & Type of Account(s): _____

References - You may include Family, Friends, Co-Workers, etc.

Name: _____ Telephone: _____
Known for How Long: _____ Relationship: _____
Name: _____ Telephone: _____
Known for How Long: _____ Relationship: _____
Name: _____ Telephone: _____
Known for How Long: _____ Relationship: _____
Name: _____ Telephone: _____
Known for How Long: _____ Relationship: _____

READ and ANSWER the following questions. If you answer 'Yes' to any of the below, offer a brief explanation below or on a separate paper. Failure to answer the questions justifies an incomplete application which may cause your application to be denied, rejected and/or delayed in processing, and your application fee is non-refundable.

1. Have you ever filed a petition of bankruptcy?
2. Have you ever been evicted from tenancy and/or had an eviction served on you?
3. Have you ever willfully or intentionally refused to pay rent?
4. Have you ever been convicted of the distribution or manufacturing of an illegal substance?

Applicant represents that all of the statements and representations are true and complete. Applicant authorizes verification of all application information provided by applicant including, but not limited to, credit report and references. Applicant understands that an investigative 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 provided may result in application being denied, rejected, will void a lease agreement (if any) and/or be grounds for immediate eviction with loss of all deposits and any other penalties as provided by the laws of the State of Florida and/or any lease terms (if any). Applicant authorizes verification of application information by Owner-Landlord and/or Management Office, it's Brokers, Agents and Staff, and Community Association Representatives (if applicable).

I have received all pages of the Rental Application provided by Deese Management & Real Estate, Inc. and have submitted same. The Application Process & Time Frame, Costs, The Application & Residential Selection Criteria and Other Matters are hereby made an integral part of my rental application. I will take possession of the rental premises on or before: _____, 2019.

Applicant Signature: _____ Date: _____
Applicant Print Name: _____

Applications are to be submitted to Deese Management & Real Estate, Inc., located at:
1106 10th Street, Suite A, St. Cloud, Florida 34769
Questions? Comments? Contact the Office at (407) 891-2214

OFFICE USE ONLY

Property Code: _____ PM: DDA CMG
Application Fee Paid & Date Paid: \$ _____ / _____
Application Received By & Date Received: _____ / _____