

RENTAL APPLICATION

Deese Management & Real Estate, Inc.

Application Process & Time Frame

- Processing an Application customarily takes 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 in to our Office, 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, dated and signed Rental Application, and pay a non-refundable application fee.

Costs:

- To Process a Rental Application the Fee is \$30.00 per Applicant. Cash, Cashiers Check or Money Order are acceptable forms of payment for the Application Fee. This Fee must accompany the completed, dated and signed Rental Application provided by our Office. Incomplete Rental Applications and Rental Applications without proper Application Fees 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 New Lease Fee of \$75.00 to cover administrative costs and the costs associated with having the Lease prepared. Subsequent Renewals, Leasing Agreements and the like 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 application(s) and/or fee(s) they require. Deese Management & Real Estate, Inc. and/or the Owner-Landlord may forward your Application, Credit Report and Background Information to an Association if required.
- Where a Pet(s) is permitted, there is a \$350.00 non-refundable Pet Fee, Per Pet. No Pet(s) of any kind are permitted on the rental premises without specific written authorization by the Landlord in the lease agreement, an addendum to the lease, a non-refundable pet fee acceptable to the Landlord and/or additional pet fee or additional security deposit. Some Breeds are not permitted on to the rental premises, i.e. Pit Bulls, Staffordshire Terriers/Bull Terriers, Rottweilers, Dobermans, German Shepherds, etc. More, the Weight and Number of Pets may be restricted. It is the Landlords right to accept or deny any Pet(s) on to the rental premises. Service Animals are not required to pay a Fee.
- If your Application has been Approved, you will have (48) hours from the date of notification by our Office to place a non-refundable Holding Fee in the amount equal to one months rent. Due to the high demand for rental properties, 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 in to a lease agreement on or before the date your 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 Cash, Cashier's Check or Money Order. At not time,

prior to or during tenancy, will we accept Third Party Checks or Funds from those not on the lease documents. We do not accept Personal Checks for initial funds. 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 Backgrounds. More, we cannot give you an 'idea' of whether or not you will be approved or denied based on general conversations. All Applications are processed by the Criteria here stated.
- Applicant must have a gross monthly income of at least (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 1099's as proof of Income. It is required that Proof of Income be submitted with all Applications. Proof of Income examples are: Bank Statements, Pay Stubs, Employment Letters, Tax Returns, W2's, 1099's, 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 (2) year residential housing history is required. It is out Policy to get a written Landlord Reference from your current and/or previous Landlord(s). Living with Family is not a housing reference. Staying at Friends or Family, and paying something to them weekly or monthly, is not a housing reference. Be advised if you have limited or no residential housing references 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 pays, judgments, eviction filings, collections, liens and/or bankruptcy. We will not provide you with a copy of your Credit Report or tell you of its contents, but will provide you with the name of the credit reporting agency.
- Criminal 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 Records are carefully reviewed as to the nature and severity of the conviction, taking in to consideration circumstances, facts, offense, rehabilitation efforts, etc.
- Current and/or Previous Landlord References must reflect timely payment of rent, proper & sufficient notice, no disturbances, no complaints, no illegal activity and no bad checks.
- Any exceptions to these Criteria need to be submitted in writing to the Management Office 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 terms of your lease agreement 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 record 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 Application. Should you have a showing appointment with our Office to view a 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 re-schedule appointments for additional individuals to view, especially those not making application or on a lease. It is our Company Policy to show one property then application must be made, and approved, prior to viewing any other of our managed properties. In the event a property we manage becomes unavailable that you have made application on we will happily show you others 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 eventually be approved for the particular property. If your application is approved, but not the approved application for the property in which you applied for, you may consider other available properties we have with no additional application fees 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 making 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 & Lease Information form have been provided with this Rental Application. These are your copies to keep. By submitting this Rental Application you acknowledge that you have received such documents, reviewed them and understand such.
- Text, Email and/or Social Media are not a form of communication concerning matters of your Application, Lease, Policy & Procedures, Notices, Maintenance/Repairs, etc. You can expect that we will not respond via those avenues of communication. You are highly advised to contact us at the Office, either in person or via telephone.
- Deese Management & Real Estate, Inc. is a Florida Registered Brokerage Corporation with Brokers & Agents Licensed in the State of Florida. We employ Brokers, Agents, Staff, Contractors, etc. that can assist you with access to our managed properties, offer general rental information & rental documents, disclosures, etc. These same individuals can also submit your rental application to the appropriate Broker/Property Manager for processing. Verbal representations are non binding. No one, other than the Broker or assigned Property Manager, has the authority to approve, deny, negotiate, etc. concerning matters of your application and/or the rental property. Brokers & Agents of Deese Management & Real Estate, Inc. work on behalf of Owner(s)-Landlord(s) of all rental properties we manage, providing a fiduciary and sole representation to Owner(s)-Landlord(s), and at no time offers 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: _____ / _____