

# Spurlock Properties, LLC

## Residential Rental Application

Name \_\_\_\_\_ DL# \_\_\_\_\_ SSN# \_\_\_\_\_

DOB \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ DL# \_\_\_\_\_ SSN# \_\_\_\_\_

DOB \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Present Address \_\_\_\_\_

How Long There \_\_\_\_\_ Landlord's Name \_\_\_\_\_ Landlord's Phone \_\_\_\_\_

1st Previous Address \_\_\_\_\_

How Long There \_\_\_\_\_ Landlord's Name \_\_\_\_\_ Landlord's Phone \_\_\_\_\_

2nd Previous Address \_\_\_\_\_

How Long There \_\_\_\_\_ Landlord's Name \_\_\_\_\_ Landlord's Phone \_\_\_\_\_

Present Employer \_\_\_\_\_

How Long There \_\_\_\_\_ Supervisor's Name \_\_\_\_\_ Supervisor's Phone \_\_\_\_\_

Questions: Bankruptcy Y N Evicted Y N Withheld Rent Y N Smoker/Vapor Y N Illegal Drug User Y N

Pet(s) Y N If yes, what breed, number and weight: \_\_\_\_\_

How many adults will be living with you? \_\_\_\_\_ How many Children? \_\_\_\_\_

Conviction for other than minor traffic offenses Y N If yes, please explain: \_\_\_\_\_

Co-Signer Name \_\_\_\_\_ DL# \_\_\_\_\_ SSN# \_\_\_\_\_

DOB \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Present Address \_\_\_\_\_

Present Employer \_\_\_\_\_

I authorized Spurlock Properties, LLC or it's agents to preform background checks, which include, employment, rental, criminal, and personal. I authorize all parties to disclose any relevant information both now and in the future to Spurlock Properties, LLC or it's agents. There is a \$40.00 application fee per applicant, which is paid to SmartMove, the background check company.

In exchange for taking the property off the market for a maximum of 15 days, I agree to pay \$200.00, which will become part of my security deposit, upon completion of the lease. If after 15 days, the lease is unsigned, and/or there is an unpaid balance due or my application is denied, then the \$200.00 will be compensation for Spurlock Properties, LLC, for lost rent.

On the page two of this form is policies and procedures. I agree to comply with them.

# Spurlock Properties, LLC

## *Residential Rental Application*

I certify all the above information is true and accurate.

Applicant(s) Signature \_\_\_\_\_ Date \_\_\_\_\_

### *Policy and Procedures*

1. Each adult residing at the property will need to complete a separate application, and will be named in the lease.
2. Security deposit is normally 50% of the monthly rent, but could be up to 200% of the monthly rent.
3. Credit score should be above 630. Otherwise a qualified co-signer or a larger deposit may be required.
4. The total gross monthly income of all applicants, should be greater than three times the rent. Otherwise a qualified co-signer or a larger deposit may be required.
5. Applicant should be currently employed for more than one year. Otherwise a qualified co-signer or a larger deposit may be required.
6. Three rental references are required. The current and the two previous. Otherwise a qualified co-signer or a larger deposit may be required.
7. **Smoking or Vaping is prohibited inside the dwelling.** \$25 per month surcharge for an smoker or vapor user. Lessee to provide cigarette butt container. Security deposit for a smoker must be equal or greater than one month's rent.
8. An \$10.00 monthly surcharge is due for each pet under 25 lbs. Pets over 25 lbs have a \$20 monthly surcharge. Normally there is a two pet limit. Emotional support and service animals are exempt from the fee with a certification letter.
9. Lessee shall provide a pet kennel, for the pet to be kept in, when lessee is not at the leased premises.
10. Lessee agrees to comply with City of Springfield ordinances, which prohibits vicious, nuisance or unleashed dogs. The pet must be on a leash when outside the leased premises and supervised by the Lessee. All pets must have all required vaccinations. Proof of vaccinations shall be provided to Lessor. All feces must be immediately removed and placed in the trash dumpster.
11. The leased premises shall be used and occupied by Lessee exclusively as a private, single-family residence only by the named Lessee.
12. No other persons, other than the lessee, and lessee's children, may occupy the leased premises for more than 7 days per month, without the prior written consent of Lessor.
13. An active email address is required, as most communication will be done through email.