



## RENTAL CRITERIA

Thank you for choosing our Property Management Company for your rental property. Below are a few things to keep in mind when renting from us. We prefer no surprises for you at the time of signing the lease and moving out.

We screen all of our adult tenants. Each adult tenant will be required to complete a rental application. We will check references (both landlord & personal), credit and background. The fee for the Credit and Background check will be \$40 for each adult application (including married couples). Applicants must furnish verifiable photo identification. If you have credit and/or criminal history outside of the US, your screening fee may be more.

The gross income/rent ratio used to qualify applicants is 3 to 1. Applicants are required to supply legal documentation for income that will reflect the ability to make monthly rental payments. Property Management must be able to verify all income sources.

- \*Applications are processed on a first come, first serve basis.
- \*Applicants currently in bankruptcy or filing for bankruptcy is grounds for automatic denial.
- \*Previous evictions are grounds for denial.
- \*An unfavorable rental reference is grounds for denial.
- \*Monies owed to an apartment community or landlord is grounds for denial.
- \*Non-Compliance issues that resulted in non-renewal or eviction is grounds for denial.
- \*Having been asked to leave a property for any reason is grounds for denial.
- \*Foreclosures within the past three (3) years with unresolved judgement is grounds for denial.
- \*Any sexually related crimes are grounds for automatic denial.
- \*If you are abusive, aggressive, or racist during the application period it is grounds for immediate denial.

If the applicant would like management to review additional information regarding the above-mentioned criteria as part of their application, the applicant is permitted to submit that information to management along with their application and management will review that information on a case by case basis.

The general criteria for all applications are good income, credit and tenant history or ownership of all applicants, proving the ability to support the rental income and care for the property. Negative findings on one or more of the three areas can cause denial of an application; false documentation is immediate grounds for denial of an application.

We do require renter's insurance. This can vary in price depending on the agency you go with. It is generally between \$150 - \$200 per year.

A cleaning fee is charged for all rentals. This non-refundable fee is usually \$150 and is determined by the property owner.

If you have pets which are approved by the Landlord, a non-refundable pet fee is required. This fee is usually \$150 per pet but determined by the property owner. Pets are at owner's discretion. Proof for the need of a service animal is required (original copy with signature from the Physician or Medical Provider).

Security Deposit is usually \$100 - \$300 over the monthly rent charge. (Ex: rent is \$900 per month, the security deposit could be \$1000 - \$1200). Security deposit is security deposit, it is not applied to the last month's rent.

All rent payments are due on the 1<sup>st</sup> of the month. Any payments made after the 5<sup>th</sup> of the month may incur a \$100 late fee. NSF fees are \$50.00.

When moving out, the 30 days notice begins on the date rent is due (1<sup>st</sup> of the month). You must pay your last month's rent, it will not be deducted out of your Security Deposit.

Our agency will do a property inspection approximately every 90 days. We will check the pressure regulator and air filters. The agent will schedule an appointment with the tenant in advance.

If we have missed anything, please feel free to ask any questions.

**EQUAL OPPORTUNITY HOUSING:** Brokerage does not and will not discriminate against any person based on race, color, religion, sex, handicap, familial status, national origin or sexual orientation.

# APPLICATION FOR OCCUPANCY



The pre-printed portion of this form has been drafted by the Arizona Association of REALTORS®. Any change in the pre-printed language of this form must be made in a prominent manner. No representations are made as to the legal validity, adequacy and/or effects of any provision, including tax consequences thereof. If you desire legal, tax or other professional advice, please consult your attorney, tax advisor or professional consultant.



1. Address of Rental Property Applying for: \_\_\_\_\_

## APPLICANT PERSONAL INFORMATION (INCLUDE MIDDLE NAME)

2. NAME: \_\_\_\_\_

3.  Single  Married  Separated  Divorced (date of decree) \_\_\_\_\_

4. EMAIL ADDRESS \_\_\_\_\_ TELEPHONE \_\_\_\_\_

5. SOCIAL SECURITY NUMBER \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

6. DRIVER'S LICENSE / GOVERNMENT ISSUED ID NUMBER \_\_\_\_\_ STATE \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

7. DESIRED DATE OF OCCUPANCY \_\_\_\_\_ DESIRED LENGTH OF LEASE \_\_\_\_\_

8. How did you hear about us?

9.  Sign  Our website  Ad  Referral: \_\_\_\_\_  Other: \_\_\_\_\_

## EMPLOYMENT & BANK REFERENCES (Minimum one year verified employment required)

10. Current Employer: \_\_\_\_\_

11. Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

12. Telephone: \_\_\_\_\_ How long?: \_\_\_\_\_ Start date: \_\_\_\_\_

13. Department/Position: \_\_\_\_\_ Approximate Monthly Gross Income: \$ \_\_\_\_\_

14. If you have been with your current employer less than one year, please complete the following:

15. Previous Employer: \_\_\_\_\_

16. Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

17. Telephone: \_\_\_\_\_ How long?: \_\_\_\_\_ Date left: \_\_\_\_\_

18. Please provide a valid, enlarged copy of your current driver's license or government issued photo ID and your 2 most recent paystubs or proof of income.

20. Bank: \_\_\_\_\_ Branch: \_\_\_\_\_

21. Telephone: \_\_\_\_\_

22. Account Number (checking): \_\_\_\_\_ Account Number (savings): \_\_\_\_\_

23. Other Income: \_\_\_\_\_ (Indicate source & amount)

## RESIDENCE HISTORY (Minimum one year required)

24. Current Rent/Mortgage Payment: \$ \_\_\_\_\_ How long?: \_\_\_\_\_  Own  Rent

25. Current Address: \_\_\_\_\_

26. City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

27. Landlord: \_\_\_\_\_ Telephone: \_\_\_\_\_

28. If owned, please provide mortgage company name and address:

29. Mortgage Company: \_\_\_\_\_ Telephone: \_\_\_\_\_

30. Address: \_\_\_\_\_

31. City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

32. If you have been at your current address less than one year, please complete the following:

33. Previous Address: \_\_\_\_\_

34. City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

35. How Long?: \_\_\_\_\_

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PERSONAL REFERENCES

- 36. 1. Name: \_\_\_\_\_ Relation: \_\_\_\_\_
37. Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
38. 2. Name: \_\_\_\_\_ Relation: \_\_\_\_\_
39. Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
40. 3. Name: \_\_\_\_\_ Relation: \_\_\_\_\_
41. Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

DEPENDENTS/ADDITIONAL OCCUPANTS

- 42. Number of people who will occupy residence: \_\_\_\_\_
43. List occupants and their birthdates - CREDIT AND CRIMINAL BACKGROUND CHECKS WILL BE RUN ON EACH PERSON 18 & OVER.
44. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_
45. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_
46. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_
47. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_
48. [ ] Additional occupants, see attached.
49. Person(s) to notify in case of emergency and that you authorize to enter and take possession of your personal property in the event of
50. death, pursuant to A.R.S. §33-1314(F), disability or incarceration:
51. Name: \_\_\_\_\_
52. Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_
53. Phone: \_\_\_\_\_ Email: \_\_\_\_\_

PETS/SERVICE ANIMALS

- 54. Will you have pets? [ ] Yes [ ] No (assistive and service animals are not considered "pets")
55. Description of pets (recent photo required):
56. Breed: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Weight: \_\_\_\_\_
57. Breed: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Weight: \_\_\_\_\_
58. Will you have an assistive or service animal? [ ] Yes [ ] No (accommodation request required with application)

VEHICLE INFORMATION

- 59. Total Number of Vehicles (including company vehicles): \_\_\_\_\_
60. Vehicles:
61. Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Lic. Plate #: \_\_\_\_\_
62. Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Lic. Plate #: \_\_\_\_\_
63. Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Lic. Plate #: \_\_\_\_\_
64. Description of any other vehicles (boat, trailer, truck, recreational vehicle, etc.) you would like to keep on property:
65. \_\_\_\_\_
66. Prior written permission separate from this application must be obtained from management.

CREDIT AND BACKGROUND HISTORY

(ANSWER ALL QUESTIONS FOR YOURSELF AND FOR ANYONE WHO WILL OCCUPY THIS RESIDENCE)

- 67. Have you ever been evicted? [ ] Yes [ ] No
68. Has a notice of eviction ever been filed against you? [ ] Yes [ ] No If so, when: \_\_\_\_\_
69. Have you ever declared bankruptcy? [ ] Yes [ ] No If so, when: \_\_\_\_\_ Discharge Date: \_\_\_\_\_
70. Have you had two or more late rental payments in the past year? [ ] Yes [ ] No
71. Have you ever willfully or intentionally refused to pay rent when due? [ ] Yes [ ] No
72. Do you currently owe any monies to an apartment community or landlord? [ ] Yes [ ] No
73. Do you use illegal drugs? [ ] Yes [ ] No
74. Have you ever engaged in the distribution or sale of illegal drugs? [ ] Yes [ ] No
75. Have you ever been convicted, arrested or charged with any crime? [ ] Yes [ ] No
76. Please give detailed explanation(s), date(s), and names for any question answered 'Yes' above: \_\_\_\_\_
77. \_\_\_\_\_
78. \_\_\_\_\_
79. Do you have any outstanding warrants or anticipate any warrants for arrest? [ ] Yes [ ] No



**ADDITIONAL INFORMATION**

- 80. Have you or anyone in your household had, or do you presently have, bed bugs or other pest issues?  Yes  No
- 81. If yes, please explain: \_\_\_\_\_
- 82. Please give any information that might help evaluate this application: \_\_\_\_\_
- 83. \_\_\_\_\_
- 84. \_\_\_\_\_
- 85. \_\_\_\_\_

**DEPOSIT TO HOLD AGREEMENT**

- 86. In consideration of management holding this property for me, I agree to pay:
- 87. Earnest/holding deposit of a minimum of \$ \_\_\_\_\_ and
- 88. A non-refundable application fee of \$ \_\_\_\_\_ per person over 18 in CERTIFIED FUNDS ONLY\*
- 89. \*Additional fees will apply for non-U.S. residents and will vary according to current rates. IF YOU ARE A NON-US RESIDENT, PLEASE
- 90. CALL FOR CORRECT APPLICATION FEE AMOUNT BEFORE APPLYING. Non-resident application fee \_\_\_\_\_
- 91. The earnest/holding deposit is refundable if my application is not approved (14-day delay required for bank clearance of check). If my
- 92. Application is approved, the earnest/holding deposit is credited to the required move-in costs. IF APPLICANT SHOULD WITHDRAW
- 93. THIS APPLICATION WITHIN 7 DAYS AFTER WRITTEN NOTIFICATION OF ACCEPTANCE, a minimum of \$ \_\_\_\_\_
- 94. of the earnest/holding deposit WILL BE RETAINED in addition to the non-refundable application fee. IF AFTER 7 DAYS OF
- 95. NOTIFICATION OF ACCEPTANCE, APPLICANT WITHDRAWS OR FAILS TO EXECUTE LEASE AGREEMENT, ALL EARNEST/
- 96. HOLDING DEPOSIT MONIES WILL BE FORFEITED. UNDER NO CONDITIONS WILL APPLICATION FEE BE REFUNDED.
- 97. Total deposits/fees submitted with application \$ \_\_\_\_\_
- 98. I hereby authorize and instruct Owner/Broker/Property Manager to investigate the information supplied by me and to conduct inquiries
- 99. concerning my income, credit and character for the purpose of verifying and qualifying for this rental and any renewals thereof. I further
- 100. authorize the release of any and all information available from any reference, former owners, and credit reporting services, department of
- 101. motor vehicles, and governmental agencies. I hereby release and hold harmless all parties from liability for any damages that may result
- 102. from furnishing this information to its owners, its agents and others. NOTE: Copy of actual credit report will not be provided to applicant
- 103. by Owner/Broker/Property Manager.
- 104. Applicant acknowledges that Owner/Broker/Property Manager may not be able to complete a comprehensive evaluation of this
- 105. information prior to move-in. Owner/Broker/Property Manager reserves the right to verify application information after move-in and may
- 106. convert the proposed Lease Agreement to a month-to-month term or declare the lease irreparably breached and seek immediate eviction
- 107. if false or misleading information is contained in this Application. Applicant agrees to the terms of this Deposit to Hold Agreement. This
- 108. application is preliminary only and does not obligate owner or owner's representatives to execute a lease or deliver possession of the
- 109. proposed Property. Owner/Broker/Property Manager comply with federal, state and local fair housing laws and regulations.
- 110. Unless otherwise agreed, I understand that the Brokerage, its Broker, its Agents, and employees are agents of and
- 111. represent the Owner in leasing this property.
- 112. (Applicant's Initials Required) \_\_\_\_\_

APPLICANT

113. By signing below, I acknowledge and accept the qualifying criteria and policies of the Owner/Broker/Property Manager by which my application will be approved.

115. This application must be signed by applicant.

116. \_\_\_\_\_ MO/DA/YR

^ APPLICANT SIGNATURE

117. FALSIFYING INFORMATION ON THIS APPLICATION IS GROUNDS FOR REJECTION.

**FOR OFFICE USE ONLY**

- 118. Agent Name: \_\_\_\_\_
- 119. Co-Broke?  Yes  No Exclusive?  Yes  No
- 120. Referred by: \_\_\_\_\_ At: \_\_\_\_\_
- 121.  ACCEPTED Date of Written Notification: \_\_\_\_\_
- 122.  REJECTED Date Denial Letter Was Sent: \_\_\_\_\_
- 123. NOTES: \_\_\_\_\_
- 124. \_\_\_\_\_



LAFAVE REALTY & PROPERTY MGMT,  
AUTHORIZATION FOR RELEASE OF INFORMATION TO

(TO BE COMPLETED BY PROSPECTIVE TENANT/APPLICANT)

I, \_\_\_\_\_ (applicant), in connection with this application, authorize all Corporations, Companies, Credit Agencies, Banks, Persons, Educational Institutions, Law Enforcement Agencies, Military Services and current and former employers to release information, including salary, they may have about me to <sup>LAFAVE</sup> REALTY (potential landlord/employer) for housing/employment at 501 N. Lake Havasu Ave and LHC, AZ 86403 or brenda.Lafave.1@gmail.com and release them from any liability or responsibility for doing so; further, I authorize procurement of an investigative consumer report and understand that such a report may contain information about my background, character, and personal reputation and that further information may be made available upon written request within a reasonable period of time. I also understand that a criminal background check may be obtained relevant to this application. I understand this notice will also apply to any further update reports that may be requested.

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Current Address including City, State & Zip Code (where living now)

\_\_\_\_\_  
Previous Address including City, State and Zip Code

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Signature

Application Date: \_\_\_\_\_