

APPLICANT NAME: _____

I WISH TO APPLY FOR RESIDENCE AT THE FOLLOWING ADDRESS:

To All Applicants:

Please fill out all sections (beginning at #8) of the attached application. Do not leave any space blank. If an item does not apply to you, write "no", "N/A" or "none" in that blank.

**All applicants will be screened using the following screening criteria:

Income Qualification

Household Size

Criminal Background Check

Current and Previous Landlord References

Income Note:

PLEASE SUBMIT ONE MONTH WORTH OF PAYSTUBS WITH YOUR APPLICATION. THESE PAYSTUBS ARE REQUIRED FOR THE INCOME QUALIFICATION PROCESS. NO APPLICATION WILL BE REVIEWED WITHOUT THIS INCOME VERIFICATION REQUIREMENT.

YOUR APPLICATION MAY BE REJECTED IF WE RECEIVE A REFERENCE WHICH REPORTS THAT YOU:

1. Engage in drug related criminal activity
2. Were violent or made threats to your neighbors or you landlord
3. Were convicted of a felony in the past 10 years
4. Or any member of your household is a current illegal substance user, or has ever been convicted of the illegal manufacture or distribution of a controlled substance or was convicted of a felony within the past 10 years
5. Have a history of non-payment of rent
6. Have a history of disturbing your neighbors
7. Have a history of not caring for your home in a clean and sanitary manner

THANK YOU FOR APPLYING.

RENTAL APPLICATION

(One For Each Adult Applicant)



2013 Printing

Application is hereby made to rent the premises generally described as _____ ("Property").

The multiple listing service number for this property, if known, is _____.

- 1. Lease Term.** The term of the lease of the Property for which Applicant is applying shall start on _____ ("Commencement Date") and end on _____.
- 2. Proposed Monthly Rent.** _____
- 3. Lease Application Fee.** Applicant has paid Landlord a nonrefundable Lease Application Fee of \$ _____ to process this Rental Application, determine Tenant's credit worthiness to lease the Property and conduct a background investigation of Applicant.
- 4. Authorization to Do Credit and Background Check.** Applicant hereby authorizes Landlord and Landlord's authorized agents to do whatever background and credit check on Applicant Landlord or Landlord's agents deem appropriate. This may include among other things obtaining one or more credit reports on Applicant. Such credit report(s) may be obtained before and during the term of the Lease and after the expiration or termination of the Lease as part of any effort to collect rent, costs, fees and charges owing under such Lease. Applicant acknowledges that merely requesting such reports may lower Applicant's credit score and Applicant expressly consents to the same.
- 5. Reservation Deposit.** A reservation deposit of \$ _____ by check, cash or money order is being made along with this rental application. If Applicant's application is approved and a lease is entered into between Landlord and Applicant the fee shall be applied towards Applicant's security deposit referenced in said lease. If Applicant's application is denied, the rental deposit shall be refunded to Applicant without interest. If the Applicant's application is approved, and Applicant fails to execute Landlord's standard lease agreement for the Premises prior to the Commencement Date (or to pay the required rent thereunder such that the lease does not Commence), then Landlord may retain the rental deposit as liquidated damages, it being acknowledged and agreed that the same is a reasonable pre-estimate of Landlord's damages for not seeking to rent the Property to others during this time period and not a penalty.
- 6. Use of Information.** The information in this application or obtained as a result of the authorization given herein by Applicant will not be sold or distributed to others. However, Landlord and Landlord's agents may use such information to decide whether to lease the Property to Applicant and for all other purposes relative to any future lease agreement between the parties including the enforcement thereof.
- 7. Application Does Not Create a Lease.** This application, even if accepted, shall under no circumstances be considered a lease agreement between Applicant and Landlord or an offer to lease. No lease shall exist between Applicant and Landlord unless and until the parties enter into a formal Lease Agreement and Applicant pays all required fees, deposits and advance rent.

8. Information About Applicant.

A. GENERAL

First Name: _____ Middle _____ Last Name: _____

SS #: _____ Date of Birth: _____

Driver's License #: _____ Driver's License State: _____

Home Phone: _____ Work: _____ Cell: _____

Email Address: _____

Emergency Contact Information: _____

Present Address: _____

City/State/Zip: _____

How Long? _____ Current Lease Amount: \$ _____

Landlord Name: _____ Phone #: _____

Landlord Address: _____

THIS FORM IS COPYRIGHTED AND MAY ONLY BE USED IN REAL ESTATE TRANSACTIONS IN WHICH _____ Colleen Anderson _____ IS INVOLVED AS A REAL ESTATE LICENSEE. UNAUTHORIZED USE OF THE FORM MAY RESULT IN LEGAL SANCTIONS BEING BROUGHT AGAINST THE USER AND SHOULD BE REPORTED TO THE GEORGIA ASSOCIATION OF REALTORS® AT (770) 451-1831.

Previous Address: _____
City/State/Zip: _____
How Long? _____ Lease Amount: \$ _____
Reason for Leaving: _____
Previous Landlord Name: _____ Phone #: _____
Previous Landlord Address: _____
Spouse/Significant Other Name: (must fill out a separate application): _____
Names and ages of individuals under 18: _____
Pets? YES NO What Kind? _____ How Many? _____
Pet Weights: _____
Are you registered or required to register as a sex offender in any state in the United States? _____
If so, what state? _____

B. EMPLOYMENT

Employer: _____ Position: _____
Employer Address: _____
City/State/Zip: _____
Supervisor: _____ Business Phone: _____
Length of Time at Present Job: _____ Annual Income: _____

C. SPOUSE'S/SIGNIFICANT OTHER'S EMPLOYMENT

Employer: _____ Position: _____
Employer Address: _____
City/State/Zip: _____
Supervisor: _____ Business Phone: _____
Length of Time at Present Job: _____ Annual Income: _____

D. REFERENCES

Bank: _____ Phone: _____
Personal Reference: _____ Phone: _____
Credit Reference: _____ Phone: _____
Additional Previous Landlord: _____ Phone: _____
Lease Period: _____ Lease Amount: _____
Additional Previous Landlord: _____ Phone: _____
Lease Period: _____ Lease Amount: _____

- 9. **Warranty of Applicant.** Applicant hereby warrants that the information supplied above is complete and accurate and that the breach of this warranty by Applicant may result in the termination of any Lease entered into with Applicant by Landlord.
- 10. **Commitment to Equal Housing.** Landlord and Landlord's agents are committed to providing equal housing opportunities to all rental applicants regardless of race, color, religion, national origin, sex, handicap or familial status.
- 11. **Reason for Denial.** If this Application is denied, Landlord or Landlord's agent shall within ten (10) days thereafter and upon the written request of applicant, state the basis for said denial to Applicant.
- 12. **Other Matters.**

Accepted By:

Applicant's Printed Name _____ Signature _____ Date _____

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Anderson-Bailey Real Estate, LLC
1558 E. Forsyth Street, Ste B
Americus, GA 31709

Current or Former Landlord

Date: _____

Re: _____

Previous Address: _____

Dear Sir/Madam:

Our tenant selection policy requires us to verify certain information about all members or families applying for admission to our apartments. To comply with this requirement, we ask for your cooperation in supplying information on the tenant history of the family referenced above. This information will be used only for determining whether the family can be accepted for admission to the property. We request that you return the information as soon as possible.

Manager

Telephone

I hereby authorize release of the requested information:

X _____
Signature of Applicant

1. Was rent paid on time? _____
2. If paid late, how often? _____
3. How much was the monthly rent? _____
4. Were utilities included in rent? _____
5. Did the tenant or family damage the rental unit? _____
6. Does/Did the tenant keep the unit clean? _____
7. Did the family follow established rules? _____
8. Did the tenant/family cause any neighborhood disturbance: _____
If yes, how? _____
9. Would you rent to this tenant again? _____

Additional Comments: _____

Signature: _____ Title: _____ Date: _____

**Americus Police Department
119 South Lee Street
Americus, Georgia 31709
229 924-3677**

EFFECTIVE-EFFICIENT-PROFESSIONAL

CONSENT FORM

I hereby authorize _____ to receive any Georgia criminal history record information pertaining to me which may be in the files of any state or local criminal justice agency in Georgia.

PLEASE PRINT INFORMATION

NAME (Last)	(First)	(Middle)		
ADDRESS	(City)	(State)	(Zip Code)	
Sex	Race	Date of Birth	Social Security Number	
Signature			Date	

Reason for check: _____

Name of company requesting check: _____

Special employment provisions (check if applicable)

- Employment with mentally disabled (Purpose code "M")
- Employment with elder care (Purpose code "N")
- Employment with children (Purpose code "W")

One of the following must be checked:

- This authorization is valid for 90/180 _____ (circle one) days from date of signature.
- I _____ give consent to the above named to perform periodic criminal history/background checks for the duration of my employment with this company.

FOR OFFICIAL USE ONLY:	
OPERATORS BADGE NUMBER: _____	
<input type="checkbox"/>	HAS CRIMINAL HISTORY
<input type="checkbox"/>	NO CRIMINAL HISTORY

THERE WILL BE A \$10.00 CHARGE FOR ALL CRIMINAL BACKGROUND CHECKS