

APPLICATION FOR RENTAL
(Each Co-Applicant must submit a separate application)

PERSONAL DATA

Phone # _____

Prospective Address _____

Desired Date of Occupancy _____

Desired Length of Occupancy _____ (minimum 12 months)

Applicant's Name _____ Age _____

Marital Status Single Married Separated Divorced

Present Address _____ Zip _____ How Long _____

Landlord's Name _____ Phone _____

Previous Address _____ Zip _____ How Long _____

Previous Address _____ Zip _____ How Long _____

List name, age and relationship of all persons to be occupying the premises (including relatives and other co-residents):

Name _____ Age _____ Relationship _____

Name _____ Age _____ Relationship _____

Name _____ Age _____ Relationship _____

Name _____ Age _____ Relationship _____

SOURCE(S) OF INCOME

APPLICANT

Smoker _____ Non-Smoker _____

Employer _____

Position _____ Years _____

Employer's Address _____

City _____ State _____ Zip _____

Employer Phone # _____

Salary \$ _____

Supervisor's Name _____ Phone _____

Previous Employer _____ Position _____

Years _____

Employer's Address _____

City _____ State _____ Zip _____ Phone _____

Salary (monthly) \$ _____

Supervisor's Name _____ Phone _____

Driver's License # _____

Social Security # _____

APPLICANT'S SPOUSE

Smoker _____ Non-Smoker _____

Employer _____

Position _____ Years _____

Employer's Address _____

City _____ State _____ Zip _____
Employer Phone # _____
Salary \$ _____
Supervisor's Name _____ Phone _____

Previous Employer _____ Position _____
Years _____
Employer's Address _____
City _____ State _____ Zip _____ Phone _____

Salary (monthly) \$ _____
Supervisor's Name _____ Phone _____
Driver's License # _____
Social Security # _____

Do you receive Social Security \$ _____ Pension \$ _____ Welfare \$ _____
Alimony or Child Support \$ _____

Do you, or your spouse, own any real estate? () YES () NO
If so, where and what? _____

MILITARY

Branch _____ Rank _____ Service # _____
Discharge Date _____ Station _____
Commanding Officer _____

PERSONAL REFERENCES

Names	Address	City/State/Zip	Phone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Nearest Relative	Address	City/State/Zip	Phone
1.	_____	_____	_____

Person to contact in case of Emergency	Phone
1.	_____

CREDIT REFERENCES

Lenders	Address	Limit	Purpose	Account Open?
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

Banks	Account #	Checking/Savings	Branch
1.	_____	_____	_____
2.	_____	_____	_____

Charge Accounts	Account #	Limit
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

Have you had accounts with the following local utility companies?

() Gas () Electric () Water () Telephone () Garbage

PETS

	Pet Names	Type/Breed	Size	Sex	Indoor/Outdoor
1.	_____				
2.	_____				
3.	_____				

AUTOMOBILES/BOATS/TRAILERS/MOTORCYCLES

	Year/Make/Model	License #
1.	_____	
2.	_____	
3.	_____	
4.	_____	

SURVEY

Reason for leaving present residence _____

What first brought your attention to our vacancy?

() Newspaper () Vacancy Sign () Personal Referral () Other

Have you, or your spouse, ever been evicted from a tenancy? () YES () NO

Have you, or your spouse, ever willfully and intentionally refused to pay rent when due?

() YES () NO

Do you know of anything that may interrupt income or ability to pay rent?

() YES () NO . If yes, what? _____

Have you, or your spouse, ever been convicted of a felony? () YES () NO

APPLICATION DEPOSIT AGREEMENT

Applicant has deposited an "Application Deposit" (in the amount stated below) in consideration for owner's taking the dwelling unit off the market while considering approval of this application. If applicant is approved by owner and the contemplated lease is entered into, the application deposit shall be credited to the required security/cleaning deposit. If applicant is approved but fails to enter into the contemplated lease within 3 days after notice of such approval, the application deposit shall be forfeited to owner. The application deposit will be refunded only if the applicant is not approved. Keys will be furnished only after contemplated lease and other rental documents have been thoroughly executed by all parties and only after applicable rentals and deposits have been paid. This application is preliminary only and does not oblige owner or owner's agent to execute a lease or deliver possession of the proposed premises.

CONTEMPLATED LEASE INFORMATION

\$ _____	Total monthly rent due the 1st of each month in advance.
\$ _____	Total security/cleaning deposit for rental (300.00 Non Refundable Remodeling Deposit)
\$ _____	application deposit (1/2 security deposit due with app.)
\$ _____	Application Fee \$55.00 per person.
\$ _____	Remaining deposit due upon possession.
\$ _____	+ 1 month rent in advance or pro-rated to 1st of month.
\$ _____	+ Non Refundable Pet Fee 300.00 per pet.
\$ _____	+ key deposit (\$1.00 per key).
\$ _____	= Total amount due upon possession.

Rental Street Address: _____ City/State: _____

Date of occupancy (move-in-date) _____ Term of Lease (circle one): **12 months**

Apt.No. or Type: _____ Furnished/Unfurnished Total No. Occupants _____

Utilities Paid as follows: All utilities to be paid by tenant.

Correct Information

Applicant represents that all of the above statements are true and complete, and hereby authorizes verification of above information, references, and credit records, and agrees to pay a fee of **\$ 55.00 per person**, for a background / credit check to be performed on self and co-occupant/spouse by applicants' signature below. Applicant acknowledges that false information herein may constitute a criminal offense under the laws of this state. Applicant agrees to the terms of the "Application Deposit Agreement" above.

APPLICANT'S Signature _____

Date _____

SPOUSE'S Signature _____

Date _____

Important information regarding your application:

- 1 Fill out the application completely and make sure to sign and initial where needed, we will not be able to submit your application for processing otherwise.
- 2 Applications are processed on a first come first serve basis, so the sooner you turn your completed application in the sooner we can process it. Normal processing time is 4 working days. Most common reason the application is delayed processing, is your employer not releasing info or returning phone calls. Make sure your employer is aware of this application to help expedite matters. Once our office is notified that the application is completed, we will review it and let you know about our decision.
- 3 Application fees are NOT refundable, Regardless of the results. Your security deposit will be returned to you by mail to your current address provided on your application should the application be declined. Should the application be approved your security deposit check will be deposited into our trust account the next business day.
- 4 **Make all checks payable to: AZ Metro Management.**
- 5 **Please note that we do not combine income unless you file jointly.**
- 6 Insert your completed application and **proof of income (must be min 3 times rent amount every month)** into an envelope along with your check and deliver to our office at the following address:

**Arizona Metropolitan Realty & Management Co.
1081N. Bedford Dr.
Tucson, AZ 85710
PH: 520.885.2280**

East on Speedway past Camino Seco. South on Bedford to address.

A.P.T. RELEASE AUTHORIZATION

In connection with my rental application with you, I understand that an investigative consumer report may be requested that will include information as to my character, credit, and past tenant history. I voluntarily and knowingly authorize any present or past landlord, administrator, law enforcement agency, state agency, federal agency, finance bureau/office, credit bureau, Telecheck, employment, collection agency, private agency, private business, personal reference, and/or other persons to give records or information they may have concerning my criminal history or any other information requested to Apartment Prescreening of Tucson, LLC. I voluntarily and knowingly unconditionally release any named or unnamed informant from any and all liability resulting from the furnishing of this information.

This authorization shall be valid one year from the date signed and photographic or faxed copy of this authorization shall be as valid as the original. According to the Fair Credit Reporting Act, I am entitled to know if my application is denied because of information obtained by my prospective landlord or from a consumer-reporting agency. If so, I will be so advised and be given the name of the agency or source of information. This information is being verified by Apartment Prescreening of Tucson, LLC. Any information or questions should be directed to the following address:

A.P.T.
8230 E. Broadway Suite E-10
Tucson, Arizona 85710
(520) 322-5100

APPLICANT SIGNATURE

TODAY'S DATE

The following must be filled out completely by your applicant to be considered. (Please print)

APPLICANT

LAST NAME	FIRST NAME	MIDDLE NAME	HOME PHONE
SOCIAL SECURITY #	DATE OF BIRTH	DRIVERS LIC #	STATE
CURRENT ADDRESS-IF APT, ALSO GIVE APT#	CITY	STATE	ZIP
LANDLORD NAME	LANDLORD PHONE NUMBER	MOVE IN DATE	RENT AMOUNT
PREVIOUS ADDRESS-IF APT, GIVE APT #	CITY	STATE	ZIP
LANDLORD NAME	LANDLORD PHONE NUMBER	OCCUPANCY DATES	RENT AMOUNT
CURRENT EMPLOYER	PHONE NUMBER	POSITION/HIRE DATE	SALARY/WAGES

APPLICANT DO NOT WRITE BELOW THIS LINE – FOR OFFICE USE ONLY

SUBSCRIBER NAME: Arizona Metro Management

SUBSCRIBER PH #: (520) 885-2280

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Tenant Screening Policy

We work with neighbors and other landlords in the area to maintain the quality of the neighborhood and make sure people do not use rental units for illegal activity. To that end, we have a thorough screening process and your acceptance is contingent upon meeting all the conditions. Please review our criteria, listed below, and only apply if you meet all the conditions they outline. Please note that we are an equal housing opportunity provider and do not discriminate on the basis of race, color, religion, sex, handicap, national origin, or familial status.

A complete application is required for each adult 18 years of age or older. If a line is not filled in, and the omission is not explained satisfactorily, we will return the application to you. Rental application fees will not be returned.

Each applicant must provide a government issued photo ID (driver's license or other government issued photo identification) prior to move-in. Failure to do so is grounds for rejection.

Your rental history must be verified by unbiased sources. If you are related by blood or marriage to one of the previous landlords listed above, or your rental history does not include at least two previous landlords, we will require a qualified cosigner on your rental agreement (qualified cosigners must meet all applicant screening criteria) or an additional security deposit of \$1500.00. It is your responsibility to provide us with the information necessary to contact your past landlords. We reserve the right to deny your application if, after making a good faith effort, we are unable to verify your rental history. If you owned—rather than rented—your previous home, you must furnish mortgage company references and proof of title ownership or transfer.

You must have sufficient income/resources. If the rent payment will exceed 35% of your monthly income before taxes, we will require a qualified cosigner on your rental agreement. If you fail to provide a qualified cosigner your application cannot be approved.

We must be able to verify independently the amount and stability of your income through sources such as pay stubs, employer/source contacts, or tax records. If you are self-employed, you will be required to submit a business license, tax records, bank records, or a list of client references. Section 8 applicants must allow information access and sign a consent form allowing the local public housing agency to verify information regarding their rental history.

False information is grounds for denial. Your application will be denied if you misrepresent any information on the application. If misrepresentations are found after a rental agreement is signed, your rental agreement will be terminated immediately.

Criminal convictions for certain types of crimes will result in denial of your application. Your application will be denied if, in the last 5 years, you have been convicted of any type

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of crime [including the manufacture or distribution of controlled substances] that would be considered a serious threat to real property or to other residents' peaceful enjoyment.

Certain court judgments against you may result in denial of your application. If, in the past 3 years, you have been through a court-ordered eviction or had any judgment against you for financial delinquency, your application will be denied. This restriction may be waived if there has not been more than one such incident, if the circumstances can be justified, *and if* you provide a qualified cosigner on your rental agreement.

A poor credit record (overdue accounts) may result in denial of your application. Credit records showing occasional payments within 20 days past due will be acceptable, provided you can justify the circumstances. Records showing payments after 30 days are not acceptable.

Poor references from previous landlords may result in denial of your application. You will be turned down if previous landlords report significant complaints such as repeated disturbance of the neighbors' peace, reports of prostitution, drug dealing or manufacturing, damage to the property beyond normal wear and tear, reports of violence or threats to landlords or neighbors, allowing persons not on the lease to reside on the premises, and failure to give proper notice when vacating the property. Also, you will be turned down if a previous landlord would be disinclined to rent to you again for any reason pertaining to lease violations by you, your pets, or others allowed on the property during your tenancy.

We will accept the first qualified applicant. If your application is accepted, you will be required to sign a rental agreement in which you will agree to abide by the rules of the rental unit or complex. A complete copy of our rental agreement is available for anyone who would like to review it. In particular, in addition to the other important requirements, please note that your rental agreement will:

- Require that you prevent all household members, guests, and visitors from engaging in any lease-violating behavior
- Forbid you and any member of your household, or your guests, from engaging in illegal drug use, sale, manufacture, distribution, or other criminal activity on or near the property.
- Limit your ability to allow guests to stay for long periods without the advance permission of the landlord.
- Provide that serious or repeated violations of the lease requirements on these items, or any other item addressed by the rental agreement, will result in termination of your rental agreement.

Please read the rental agreement carefully, because we take every part of it seriously. It has been written to help us prevent illegal activity from disturbing the peace of our rental units and to help make sure that our tenants are given the best housing we can provide.