



# APPLICATION FOR RESIDENCY

PLEASE FILL OUT COMPLETELY - THANK YOU

## Please Tell US About the Occupants

Occupants	Name	Social Security #	Date of Birth	Relationship to Applicant
Applicant				
Spouse				
Other residents and children:	List Below	N/A for Children		

## Please Tell Us about Yourself (List all previous addresses you've used over the last 7 years)

Marital Status:	Present Phone Number:	9:00 - 5:00 Contact Number:	Work Ext. Number:
[                    ]	(    )	(    )	
Present Street Address:		State:	Zip:
Present Landlord / Mgmt:		Street Address:	State:    Zip:
Landlord's Phone Number:	Contact Person:	Length of time at Address:	
(    )	[                    ]	[    ]	
Present Monthly Payment \$	Reason for moving:		
Previous Street Address:		State:	Zip:
Previous Landlord / Mgmt:		Street Address:	State:    Zip:
Landlord's Phone Number:	Contact Person:	Length of time at Address:	
(    )	[                    ]	[    ]	
Previous Monthly Payment \$	Reason for moving:		
Have you or any occupants ever been arrested, convicted of, put on probation, or had adjudication withheld or deferred for a felony offense and/or misdemeanor for crimes involving a person or property?    Yes    No    If yes explain:			
Have you ever had an eviction filed against you or asked to leave by a current or former landlord?    Yes    No If yes explain:			
Have you ever file for bankruptcy in the past?    Yes    No    If yes, was it dismissed or discharged or is it a current, open bankruptcy case?    If yes explain:			

## Please Tell Us about Your Job

### Applicant's Employment

Company Name	Address	City	State	Zip
Position Held:	How Long?	Salary per month:		
Employer's Phone Number	Supervisor's Name	Supervisor's Phone or Ext. Number:		

### Co-Applicant's Employment

Company Name	Address	City	State	Zip
Position Held:	How Long?	Salary per month:		
Employer's Phone Number	Supervisor's Name	Supervisor's Phone or Ext. Number:		

## Please Give Us the Following Information

Emergency Contact:	Phone:	Address:	City	State	Zip
Drivers License Number(S)	Applicant:		Other:		
	Co-applicant:		Other:		

EMAIL ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**Please Give Us Your Vehicle(s) Information**

Vehicle(s) \*\*\*\*Trailers, campers, vehicles on blocks, motorcycles, boats or commercial vehicles are not allowed without owner's written consent\*\*\*\*

Make:	Model:	Year:	Color:	Tag:
Make:	Model:	Year:	Color:	Tag:
Make:	Model:	Year:	Color:	Tag:

**Please Give Us Your Pet(s) Information**

Pet(s) \*\*\*\*(A non-refundable pet fee per pet is required and owner's consent)\*\*\*\*

Name:	Type / Breed:	Weight / Color:	Age:
Name:	Type / Breed:	Weight / Color:	Age:

**Please Give Us Two (2) Personal References**

Name:	Phone:
Name:	Phone:

**AUTHORIZATION AND RELEASE OF INFORMATION**

Applicant represents that all of the statements and representations on this application for rental are true and complete, and hereby, authorized verification of the information references and credit records. Applicant understand that an investigative consumer 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 may result in the application being rejected, will void a lease/rental agreement if any/or be grounds for immediate eviction with loss of all deposit and any other penalties as provide by the lease terms if any. Applicant authorizes Landlord and/or Better Homes of America Inc. it's designated agent(s) and representative(s) to verify and/or divulge any and all information, verbal or written, via facsimile or email pertaining to this application including applicant investigative consumer report but not limited to residential history (rental or mortgage), employment history, criminal history records, evictions, court records and other public records. Applicant hereby release Better Homes of America Inc. and its agent(s), official representative(s) or assigned agencies, including officers, employees, or related personnel representative(s) both individually and collectively from all liability for damage of whatever kind, which may, at any time, result to applicant, applicant heirs, family, or associates because of compliance with this authorization and request to release. I understand that within the rental process Better Homes of america Inc. may have to release and/or disclose the information obtain to one or more prospective landlord(s) / representative(s) or real estate agencies and the person or agencies who gets the information may pass it onto others. You do not have to give us this Authorization/Release, but if you do not, your application for approval as prospective tenants may be delayed or rejected. You may stop this authorization at any time with a written notice, but this written notice will not affect information Better Homes of America Inc. has already released prior to the written notice.

**NON-REFUNDABLE APPLICATION FEE AND RESERVATION DEPOSIT AGREEMENT**

Applicant(s) submits herewith a **non-refundable application fee** in the amount of \$ \_\_\_\_\_ for cost expenses and fees in processing the application.  
**RESERVATION DEPOSIT AGREEMENT-** Applicant has deposited a "RESERVATION DEPOSIT" of \$ \_\_\_\_\_ in consideration for taking the dwelling off the market while the application is being processed. If the applicant is approved by Landlord and/or Better Homes of America Inc. and the lease is entered into and possession of the dwelling unit is taken, the "RESERVATION DEPOSIT" shall be applied towards the security/damage deposit. If applicant is approved, but fails to enter into the lease within 3 days of verbal and/or written approval and/or fails to move in on the agreed upon date, the Full "RESERVATION DEPOSIT" shall be forfeited to the Landlord or Better Homes America Inc. in addition to any penalties as provided in the lease if the lease has been signed by applicant. The "RESERVATION DEPOSIT" shall be refunded only if applicant cancel this application within 24 hours, or if the applicant is not approved. Keys will be furnished only after the lease and other documents have been properly executed by all parties and only after applicable rental funds (move-in costs) and security deposit have been paid. This application is preliminary only and in no way implies that a particular rental unit shall be available and in no way obligates the Landlord or Better Homes of America to execute a lease or deliver possession of the proposed premises.

**AGENCY DISCLOSURE**

I/We understand that the property is being rented "AS IS" in its present condition and that BHOA may request a higher security deposit than normally required. Also, I/We understand that any documents submitted along with the application for processing will not be returned to anyone.

**I HAVE READ AND AGREE TO THE PROVISIONS AS STATED**

_____	Date	Reservation Deposit	\$	
Applicant Signature		Pet Fee		
_____	Date	Prepaid Trash		
Applicant Signature		Credit Check Fee		
_____	Date	Prorated Rent		
Applicant Signature		First Month's Rent		
_____	Date	Common Area Security Deposit		
Applicant Signature		Assoc. Application Fee		
_____	Date	Assoc. Mgmt Processing Fee		
Applicant Signature		<b>Total Move-In Costs</b>	\$	
_____	Date	<b>Funds paid with application</b>	\$	
Applicant Signature		<b>Total Due Before Move-In</b>	\$	
_____	Date	Unit ID: _____	Rent: \$	
Applicant Signature		Move-In Date: _____	Type: _____	
_____	Date	Terms: _____	Photo ID'd	
Applicant Signature		Funds Received By: _____		
_____	Date	Approved By: _____		

\*\*\*\*IF APPLICANT(S) IS NOT APPROVED THE RESERVATION DEPOSIT SHALL BE REFUNDED AND BE SENT VIA THE US POSTAL SERVICE WITHIN 30 DAYS.\*\*\*\*

Rental property address: \_\_\_\_\_



## Better Homes of America Inc. Application requirements

**Application fee:** \$50 non-refundable application fee, per adult applicant, over the age of 18. Individuals not married need separate applications with the applicable fees (\$50) per person. (We do a background check on all adults over the age of 18 and they must be on the lease). \*\*

**HOA or Condo non-refundable application fee** \$\_\_\_\_\_ (If applicable)

**Copy of Driver's license(s)** for all adults over the age of 18

**Proof of Rental History:** Copies of last six months cancelled checks paid to landlord along with the lease agreement, if renting.

**Copy of Vehicle registration** (all vehicles)

**Proof of Income:** Three (3) months of the most recent paycheck stubs or 6 months of the most recent bank statements.

**Pet fee (non Refundable):** \$250.00 per pet and a Pet Addendum must be signed along with the lease. No aggressive breeds allowed & maximum weight limit 50 lbs. Please submit Vet Records with a picture(s) of the pet(s) along with your application.

The following guidelines are written to inform you of our application requirements and to assist in processing your application in the most timely and efficient manner possible.

- All pages of the rental application, MUST BE FILLED OUT IN ITS ENTIRETY. Unanswered areas will halt the processing of your application. If an item on the form is not applicable, please respond N/A (not applicable).
- A rental application must be processed on all prospective applicant(s) over the age of 18.
- A valid driver's license, state ID or passport is required along with a verifiable social security number (required for all applicants over the age of 18)
- We will need to see, verify and photo copy both sides of your drivers license or ID card along with your social security card or work permit.
- Page 2 of the application must be DATED and SIGNED and you must write on the bottom of this page the ADDRESS of the property for which you are applying. We cannot process your application without these three items.
- All other documents must be provided with the application i.e. copy(s) of driver license(s), application fee(s), vehicle registration(s), 3 months of the most recent paycheck stubs or bank statement.
- We accept certified cashiers check or U.S Postal Money Order for credit checks and security deposits. "No cash or personal checks"

**NOTE: We will not accept any incomplete applications.**

\*\*Applicant(s) who lived outside the state of Florida within the last 24 months be charged an additional \$25.00 per state for out of state reports.



## RESIDENT SELECTION CRITERIA

1. All Adult applicants 18 or older must submit a fully completed, dated and signed residency application and fee. Applicant must provide proof of identity. A Non refundable application fee of \$50.00 per applicant will be required for all adult applicants. Applicant may be required to be approved by a condo/homeowner's association and may have to pay an additional application fee or an additional security or damage deposit.
2. Applicants must have a combined gross income of at least three times the monthly rent. Co-signers will not be accepted. A minimum of one year residential rental history is required. Applicants with less than one year or no rental history will have to pay a larger deposit.
3. Credit – A credit report will be completed on all applicants to verify account credit rating. The results will be entered into the credit scoring model, which will determines applicant's eligibility to rent and security deposit level. Unfavorable accounts which will negatively influence this score include, but are not limited to: collection, charge-offs, bankruptcy (if filed within the last two years), repossession and current or recent delinquency. All decisions for residency are based on a point system which considers credit history, rental history, income qualifications and employment history.
4. Self employed applicants are required to produce upon request 2 years of tax returns or 1099s. We may ask that these tax returns or 1099s be ordered directly from the Internal Revenue Service and non-employed individuals must provide verifiable proof of income. Self employed applicants must have two full calendar years (tax years) of self employment history in the same field as listed on the application for residency or the application will not be accepted.
5. All sources of other income must be verifiable if needed to qualify for a rental unit.
6. Criminal records must contain no felony conviction for violence, assault or battery, drugs and firearms or misdemeanors for crimes involving person, or property within the past ten years prior to application and no sexual offenses ever. In the event a record comes back "adjudication withheld", "nolle prosequere", or "adjudication deferred", further documentation may be required and applicant may be denied on this basis. Applicant who had lived outside the state of Florida within the last 24 months will be charged an additional \$25.00 per state for out of state reports.
7. Previous rental history reports from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbances or illegal activities, no unpaid NSF checks, and no damage to unit or failure to leave the property clean and without damage at time of lease termination.
8. No pets (with the exception of medically necessary pets for the benefit of the occupant(s)) of any kind are permitted without specific written permission of landlord in the lease document, an addendum to lease, a non-refundable pet fee acceptable to landlord and/or an additional pet deposit or additional security deposit. Fees and deposits are waived for medically necessary pets. Owners of Pitt Bulls, Rottweilers, German Shepherds, Chows, Akitas, Dobermans, or mixed breeds of these types of dogs are not allowed.
9. A mandatory minimum fee for general cleaning, carpet cleaning, re-keying, etc. will be charged as per the lease agreement.
10. Applicants will be required to pay a security deposit at the time of lease execution in a minimum amount of one months rent. We reserve the right to require a higher security deposit and or additional prepaid rent.
11. The number of occupants must be in compliance with HUD standards/guidelines. The current occupancy standard is a maximum of 2 persons per bedroom except for infants under 2 years of age.
12. We require a reservation deposit of **One Month's Rent** to be collected after the application process is completed and applicant is approved. This deposit takes the property off the market. The deposit shall be applied to your security deposit upon move-in. In the event the application is approved and applicant fails to enter into a lease and/or move into the premises, the applicant shall forfeit the full deposit.
13. Our company policy is to report all non compliances with terms of your rental agreement or failure to pay rent, or any amounts owed to the credit bureau and/or a collection agency and if the amount is disputed, it shall be reported as disputed in accordance with law.