

Rental Application

Form Revision Date: 07/17/21

Please carefully review the following information. For additional information please call **(623)252-2949** and ask for Brian Keller

Application Standards

All applicants pass through a screening process:

Credit History	To determine satisfactory creditworthiness we run a report through a credit-reporting agency.
Rental History	Your previous residencies must be free of evictions, judgments, and unpaid rents.
Occupancy	The number of occupants may not exceed 2 persons per bedroom.
Pets/Smoking	No pets are allowed on the premises (unless needed for medical/disability reasons, etc.) and the pet policy is strictly enforced. Smoking/Vaping is not permitted inside the premises by anyone.
Utilities	Utilities (Water and Electric), utility fees/deposits are to be paid by the tenant. HOA dues are paid by the owner.

Submitting Your Application - Summary

After deciding you wish to rent the home, you should submit the attached application following these steps:

1. **Complete the Application Form** – The form must be completely filled out and signed before it can be processed. Missing information will result in processing delays.
2. **Submit Copies of Recent Pay Stub** – Provide a copy of your most recent pay-stub to submit with your application. If you are combining income to qualify please provide a pay-stub for each applicant.
3. **Payments:**
 - **\$0/applicant application fee** – This consists of a non-refundable application processing fee. Every adult occupying the premises must fill out an application form and submit the application-processing fee. **Please fill out the application on Zillow.com that will create a credit report and background check. Then look up the property on Zillow and apply.**
 - **\$(Same as Monthly Rent) earnest holding deposit** – This is a deposit to hold the property while the application is being processed. Once your application is approved, this will be applied towards the security deposit defined in the Rental Agreement (you will not lose it). If your application is not approved by the owner, it will be refunded. It is not refunded if the applicant backs out.

Forms of acceptable payment are Cash, Check(to Brian Keller), Credit Card. Checks may be used for the holding deposit, but not for the application fee. Payments can be also made through PayPal to: jnbkeller@gmail.com

4. **Submit the Application** – **Submit** your completed application and the payments in person or to:

jnbkeller@gmail.com or text to 623-252-2949

We cannot begin processing until all funds have been received.

5. **Wait for our response** – Depending on the timely response of references your application should be processed within **5 working days**.

Acknowledgment

Applicant acknowledges that the above information is understood, and has been informed:

1. *The Application Fee(s) is non-refundable*
2. *If the applicant withdraws application after it has been processed, all deposits will be forfeited*
3. *A free copy of the Landlord/Tenant law is available at the AZ Secretary of State's office at 1700 W. Washington, (602) 542-4285.*

Signed: _____ Date: _____

Application Checklist:

- ☐ Completed application
- ☐ Payment: for non-refundable Application Fee. (No personal checks for this fee)
- ☐ Separate payment for the earnest holding deposit. (Refunded if not approved, see payment definition above.)
- ☐ Copy of most recent pay stubs.

If writing a check or money order, make **payable to Brian Keller** Paypal: submit to jnbkeller@gmail.com

If you have any questions, contact Brian at 623-252-2949 or jnbkeller@gmail.com

Rental Application

Please Complete the Application in its entirety. All Non-Married Individuals 18 and Older Must Complete a Separate Application.

If you have completed a Zillow Application with credit and background check, you may write “

See Zillow Application

" in any sections that are redundant.

Address of Home Desired 5431 W. Greenbriar Dr. Glendale AZ, 85308

Desired Move-in Date _____

Applicant Full Name _____ SS# _____ Birth date _____

☐ Married ☐ Divorced (If yes, how long?) _____ ☐ Separated ☐ Single

Co-Applicant Full Name _____ SS# _____ Birth date _____

How did you hear about us? ☐ Zillow ☐ Signs ☐ Craigslist ☐ flyers/posting ☐ Other _____

Application/Credit Payment(s) (\$0 ea.) ☐ Cash ☐ Money Order ☐ Visa/Mastercard # _____

Expiration Date _____ Cardholder's Signature _____

Form of refundable Deposit (\$Same as Monthly Rent) ☐ Cash ☐ Money Order ☐ Check ☐ Visa/Mastercard _____

Expiration Date _____ Cardholder's Signature _____

List All Other Residents	Relationship	Age/SSN	Other Residents	Relationship	Age/SSN

Present Address _____ City _____ State _____ Zip _____

Telephone (_____) _____ E-mail Address(es) _____

Mobile Phone (_____) _____ Other (_____) _____

Rent or Mortgage Payment _____ How Long at this Address? _____

Landlord or Mortgage Co. _____ Their Telephone (_____) _____

Reason for leaving _____ Their Fax (_____) _____

Previous Address (Past 12 mo.) _____ City _____ State _____ Zip _____

Rent or Mortgage Payment _____ How Long at this Address? _____

Landlord or Mortgage Co. _____ Telephone (_____) _____

Reason for leaving _____ Fax (_____) _____

Nearest Relative (not living with you) _____ Telephone (_____) _____

Address _____ City _____ State _____ Zip _____

Personal Reference 1 _____ Relationship _____ Telephone (_____) _____

Address _____ City _____ State _____ Zip _____

Personal Reference 2 _____ Relationship _____ Telephone (_____) _____

Address _____ City _____ State _____ Zip _____

In Case of Emergency Contact:

Name _____ **Relationship** _____ **Telephone**(_____) _____

Address _____ **City** _____ **State** _____ **Zip** _____

Applicant Employer _____ **How Long?** _____ **Gross Income** _____ **per** _____

Address _____ **Telephone** (_____) _____

Position _____ (Provide Pay-stubs) **Supervisor** _____ **Supervisor Ph. Number:** (_____) _____

Previous Employer/Adrs _____ **How Long?** _____ **Telephone** (_____) _____

Co-Applicant Employer _____ **How Long?** _____ **Gross Income** _____ **per** _____

Address _____ **Telephone** (_____) _____

Position _____ (Provide Pay-stubs) **Supervisor** _____ **Supervisor Ph. Number:** (_____) _____

Previous Employer/Adrs _____ **How Long?** _____ **Telephone** (_____) _____

Other Sources of Income _____

Number of Vehicles (including motorcycles, trailers, RV's, boats) _____ **Driver's License No.** _____

Make & Model _____ **Year** _____ **License** _____ **State** _____

Make & Model _____ **Year** _____ **License** _____ **State** _____

AUTHORIZATION

This application must be signed by the applicant before consideration. Acceptance of application by the Owner and any monies herewith, is not binding until approved by the homeowner. Upon final acceptance of the application, all deposited monies, except the nonrefundable Application Fee, will be applied to the security deposit required in the lease. Applicant agrees to sign a lease agreement in the standard form required by the owner. Should the applicant withdraw after acceptance or fail to take occupancy on the agreed date for any reason, the entire security deposit will be retained by the landlord as damages for taking the home off the rental market. The prevailing party in any legal action will be entitled to attorney fees and court fees and other expenses.

If the application is declined, all monies will be refunded with the exception of the Application Fee.

- **I/We certify that the information on this application is true and correct.**
- **I/We hereby authorize the property manager to investigate the information supplied by me and to conduct inquiries** concerning my income, family composition, mode of living, credit, and character for the purpose of verifying and qualifying for residency.

FALSIFYING INFORMATION ON THIS APPLICATION IS GROUNDS FOR DENIAL AND FORFEITURE OF ALL DEPOSITS.

Signed: _____ **Date:** _____

Signed: _____ **Date:** _____

Has any applicant(s) ever been evicted or broken a lease agreement? _____

Has any applicant(s) ever filed bankruptcy? _____

Has any applicant had a civil judgment or collection for a rental property? _____

Have you ever been convicted of a felony? _____ **If yes, describe** _____

Please provide any other information that will help us better evaluate your application (including notable things that may appear in the credit report.)
