



9150 W Indian School Rd Ste 111B
Phoenix, Arizona 85037
Hours: Monday – Friday: 9:00 AM – 5 PM
Office/Fax: 602 308 8277

RENTAL APPLICATION

Property Address: _____ Anticipated Move-In Date: _____
Applicant's Real Estate Agent: _____ Phone: _____

In order for the application to be processed, the following items MUST be turned in:

- A **non-refundable** Application fee of **\$35** per person payable to **Property Source Realty** in the form of **Cash or Cashier's Check only**. **Please Note: All Occupants 18 years of age and over must submit an Application and pay for a Credit/Criminal/Eviction Background checks.**
- Sign/Date** the *Rental Application* and *Request for Verification of Rent*.
- Proof of income:
 - Copies of your two (2) most recent pay stubs
 - If self-employed, Tax Return(s) from prior year and/or current bank or accounting statements are acceptable
 - Any other income source. Example: SSI, W-2s, disability, child support, alimony, etc.
 - If moving from out of state, please provide a transfer letter from future employer stating income and start date.
- Two (2) forms of identification
 - Valid Driver's License
 - Social Security Card
 - Valid Government Issued Photo ID

PET POLICY: Policies on pets vary according to the Landlord. The Owner of the property may require a Tenant who has a certain breed of dog such as Akita, Anatolian, Doberman, Pit Bull, Rottweiler, Sheppard, Wolf or Wolf Hybrid or any dog with a previous history of biting to obtain Renter's Insurance with a minimum liability coverage of \$300,000. I/we understand that keys will not be released to us until Proof of Insurance is delivered to the Property Manager. (Exception: Assistive Animals).

BACKGROUND CHECK: The following criteria are basis for denial in the absence of substantial mitigating circumstances:

- Criminal conviction for crimes against persons and/or property
- Certain court judgments including but not limited to evictions and foreclosures
- A negative reference from a previous landlord, management or mortgage company
- False information provided by applicant(s)

NOTICE: Unless agreed otherwise in writing, the Property remains on the market until a Lease is signed. Property Source Realty reserves the right to show the Property to other prospective Tenants and accept another offer. In the event of multiple Applications, it is our company policy to accept the best qualified Applicant.

REMEMBER: Complete a separate application for each person over the age of 18.

Applicant's Name (First, Middle, Last) _____

Applicant's Former Last Name (if applicable) _____

Is there a Co-Applicant? Yes No **If Yes, Co-Applicant must submit a separate application.**

Social Sec #: _____ Birthdate: ____/____/____ Driver's License #: _____ State _____

Cell: _____ Home: _____ Work: _____ Email: _____

Present Address: _____ City/State/Zip _____

Present Landlord: _____ Phone: _____ Amount of Rent: \$ _____

Reason for Leaving: _____

How Long: _____ (If less than 2 years, please provide former address & Landlord below)

Former Address: _____ City/State/Zip _____

Former Landlord: _____ Phone: _____ Amount of Rent: \$ _____

Present Employer: _____ Phone: _____ Fax: _____

Address: _____ City/State/Zip _____

Position: _____ Salary: \$ _____/month

How Long: _____ (If less than 2 years, please provide former Employee below)

Former Employer: _____ Phone: _____ Fax: _____

Address: _____ City/State/Zip _____

Position: _____ Salary: \$ _____/month

Name All Other Persons Who Will Occupy Property	Relationship	Age	Birth Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Vehicles to Be Parked at Property

Make/Model: _____ Color: _____ Yr: _____ Lic Plate/State: _____ Mo Pmt: \$ _____

Make/Model: _____ Color: _____ Yr: _____ Lic Plate/State: _____ Mo Pmt: \$ _____

Make/Model: _____ Color: _____ Yr: _____ Lic Plate/State: _____ Mo Pmt: \$ _____

Pets to Be Kept at Property (dogs, cats, and other household pets including caged animals)

Type/Breed	Name	Color	Weight	Age	Gender	Neutered?	Declawed?
_____	_____	_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Person to Notify In Case of Emergency: _____ Phone: _____

	Yes	No	Explanation
Will any waterbeds or water-filled furniture be on the Property?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Does anyone who will occupy the Property smoke?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Has the Applicant ever:			
Been evicted?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Been asked to move out by a Landlord?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Breached a lease or rental agreement?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Filed for bankruptcy?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Lost property in a foreclosure/short sale?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Had any credit problems?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Been convicted of a crime?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Is any occupant a registered sex offender?	<input type="checkbox"/>	<input type="checkbox"/>	_____

Amount Needed for Move-In (NO PERSONAL CHECKS OR CASH WILL BE ACCEPTED):

Security Deposit:	\$ _____	(Refundable)
Cleaning Deposit:	\$ _____	(Refundable)
Pet Deposit:	\$ _____	(Non-Refundable)
Other Deposit:	\$ _____	(Refundable or Non-Refundable)
First Month's Rent	\$ _____	(Non-Refundable)
Rental Tax	\$ _____	(Non-Refundable)
Pro-Rated Rent	\$ _____	(Non-Refundable)
Rental Tax	\$ _____	(Non-Refundable)

We are a company who recognizes and fully supports Federal and State Fair Housing Laws. We do not discriminate against any person on the basis of race, color, religion, sex, handicap, familial status, or national origin.

The preparation and execution of this Application does not create tenancy between Applicant and Owner/Landlord/Property Manager nor any interest by applicant in the unit described.

By signing below, Applicant authorizes **Property Source Realty**, at any time before, during or after any tenancy to: 1) obtain a copy of the Applicant's credit report; 2) obtain a criminal background check related to Applicant and any occupant; 3) verify any rental including past eviction or employment history or verify any other information related to this application with persons knowledgeable of such information. Information obtained may be released to the Landlord and/or their counsel and will not be used for any other purpose. **Applicant represents that the statements in this application are true and complete. Applicant understands that providing false or inaccurate information is grounds for rejection and a breach of any lease.**

If Application is approved, a Lease must be signed and deposits received by Listing Broker within 5 calendar days of approval.

Applicant's Signature	Applicant's Signature
Date	Date

FOR OFFICE USE ONLY:

<input type="checkbox"/> Approved by _____	<input type="checkbox"/> Denied by _____
Agent/Property Manager Date	Agent/Property Manager Date

REQUEST FOR VERIFICATION OF RENT

NAME OF TENANT(S): _____

YOUR CURRENT PROPERTY ADDRESS: _____

By signing below, we hereby authorize Property Source Realty to verify rental history on our behalf with our current landlord. The form is to be transmitted directly to the brokerage company and is not to be transmitted through the applicant or any other party except for the landlord.

Applicant Date Applicant Date

To Current Landlord/Property Manager of Above Applicant(s):

We have received a rental application from the persons listed above to whom we understand you rent. Please complete the items below, sign and return it via fax (602 308 8277) as soon as possible.

☞ Tenant has rented since _____ to _____

☞ Amount of rent: \$ _____ per _____

☞ Is rent in arrears? Yes No Amount: \$ _____

☞ Number of times 30 days past due? _____

☞ Is account satisfactory? Yes No

☞ Additional information which may be of assistance in determining applicant(s) creditworthiness:

Landlord/Property Manager Date Phone Number