

RENTAL APPLICATION

APPLICANT NAME: _____
PROPERTY ADDRESS: _____

RENTING POLICIES & PROCEDURES

Once you have selected and decided on a rental you must fill out our rental application form. There is a **\$25.00 APPLICATION FEE** (Money Order, Check or Cash), which covers the handling of your application and cost of your credit report. **If you are financially supported by someone other than yourself or if you have poor/no credit, you will need to fill out a third party guarantee. There is a \$10.00 handling fee if a third party guarantee is required.** If income must be combined by multiple individuals for sufficient income then each individual must fill out a rental application form and each applicant must be applying for tenancy. These **FEES ARE NOT REFUNDABLE** and are due when the application is submitted. A photo ID will be requested from each applicant at the time you submit this application for processing.

In order for your application to be considered you must meet the following requirements:

1. **Sufficient Income** - Three times the rental amount per month (gross). Income may be combined by multiple applicants. (Permanent employment of at least 4 months at the same job is preferred). You must supply your most recent W-2 as proof of income.
2. **Verifiable Good Credit** - Credit references listed will be contacted, so please provide telephone numbers. Credit reports will be checked with a national credit bureau. **It is not mandatory that you have good credit, but it helps. It is more important that you are in good standing with your prior rental history / mortgage payments.**
3. **Good Previous Rental History** - We will verify rental history with your two previous landlord(s). You must provide names and telephone numbers of prior landlord(s). Applications will not be approved if we cannot contact your prior landlord(s) or mortgage holder(s).
4. **Complete Application** - This six page application must be completed in its entirety. Failure to complete the entire application can result in a denial of the application. When you lease real estate you are applying for a loan hence you must supply personal financial information.

We will try to process your application within 24 hours. Applications will not be pre-screened. Incomplete or falsified applications will be rejected. All applications submitted become the property of Homes Of Augusta.

We cannot guarantee any unit you have seen to be available by the time your application is processed. We cannot be held responsible for any unit that is rented after you have seen it and turned in an application. A unit is only guaranteed after your application has been approved and after we have received a Deposit To Hold (certified funds only). All rentals are on a first approved basis.

If your application is approved and your move-in date is not immediate, a Deposit To Hold and first months rent will be taken in advance. After signing of the lease the Deposit To Hold becomes your security deposit. The Deposit To Hold is not refundable if your application is approved and you later decide not to fulfill your lease commitment. A Deposit To Hold may be accepted with your application. In the event your application is denied, your Deposit To Hold is fully refundable. **THE SECURITY DEPOSIT AND FIRST MONTH'S RENT MUST BE IN THE FORM OF A CASHIER'S CHECK OR MONEY ORDER. Please make payable to Mark Mulich.** The security deposit is refundable at time of move-out (less carpet cleaning fee), depending upon the condition of the unit, rent due and/or other financial obligations incurred at the time of your move-out. **A pet deposit will be required for all pets.**

After signing a lease agreement with Homes Of Augusta, you are liable to report to us within **48 hours** with a change of phone number(s) and/or place of employment.

DISCLOSURE AND AUTHORIZATION

The undersigned declares that the information on this rental application is true and correct, and understands that false statements may result in rejection of this and any future applications for housing, which we manage. The undersigned does further understand that all persons or firms named may freely give any requested information concerning me and I hereby waive all right to action for any consequences resulting from such information. By my signature below, I authorize the investigation and release of the information on all statements contained herein, including but not limited to a credit check, to Homes Of Augusta and/or its principal and/or the owner of any property which I am applying to occupy.

I further understand and agree that Homes Of Augusta will rely upon this Rental Application as an inducement for entering into a rental agreement or lease and I warrant that the facts contained in this Application are true. If any facts prove to be untrue, Homes Of Augusta may terminate my tenancy immediately and collect from me any damages incurred including reasonable attorney's fees resulting therefrom.

You are also herein notified that a negative credit report reflecting your credit record may be submitted in the future to a credit reporting agency if you fail to fulfill the terms of your rental obligations or if you default in those obligations in any way.

Beginning at the time that I tender a deposit for a property which I intend to lease, and Homes Of Augusta accepts such deposit, I agree to lease the property according to the terms and conditions of the lease agreement for that property, though not yet signed. The starting date for my occupancy of the property will be the first day the property is available for lease or an agreed upon date if different from that date. I agree that the lease agreement shall be in full force and effect from the time that my deposit is accepted, even if the initial occupancy date is after the date that the deposit is accepted.

Homes Of Augusta welcomes all applicants and supports fair housing. We do not refuse to lease or rent any housing accommodations or property nor in any other way discriminate against a person because of sex, marital status, race, creed, religion, age, familial status, physical or mental handicap, color or national origin.

Notice of the contractual relationship between the Property Owner and Homes Of Augusta: Homes Of Augusta is an exclusive agent of the Property Owner and represents the Property Owner's interest in any and all rental transactions.

Homes of Augusta property manager Mark Mulich is a licensed real estate agent in the states of Georgia and South Carolina. There is no relationship between Homes of Augusta and the real estate brokerage holding the license of Mark Mulich.

Applicant Signature _____ Date _____ Time _____

Received by: _____ Date _____ Time _____

PERSONAL INFORMATION :

Applicants Full Name:(First)_____ (Middle)_____ (Last)_____

Have you ever used another name(s) Y / N If yes, name(s)_____

Social Security Number: _____ - _____ - _____ Current Phone #: _____

E-mail Address:_____ Driver's license #: _____

List any other persons who will reside with you below **(Include age and relationship):**

Do you have pets? Y / N **If yes, how many, what type & age?:** _____

Do any of the people who will be residing in this unit smoke? Y / N

Do you intend to use a waterbed in your new rental? Y / N Have you ever been evicted or received notice of eviction? Y / N

If you own the following, please check: ___ Vacuum Cleaner ___ Hose and Sprinkler ___ Lawn Mower

Do you have any special needs that we need to be aware of? Y / N

If Yes, please describe: _____

Name of nearest living relative _____ Phone _____ Relationship _____

Who should we contact in case of emergency? _____

Relationship: _____ Phone _____ Address _____

RESIDENCE HISTORY :

Present Address _____ How long at this address? From _____ To _____

City _____ State _____ Zip _____ Rent/Mort. Amount: \$ _____

Present Landlord or Mortgage Holder _____ Telephone _____

Reason for moving _____

Is your lease expired? Y / N If not, when is your lease expiration date? _____

Previous Address _____ How long at this address? From _____ To _____

City _____ State _____ Zip _____ Rent/Mort. Amount: \$ _____

Previous Landlord or Mortgage Holder _____ Telephone _____

When is the soonest date you can move (date you are planning to take possession) ? Month _____ Day _____, Year _____

Reason for moving _____

CRIMINAL HISTORY

1. Have you ever been convicted of or pleaded guilty or "no contest" to a felony (whether or not resulting in a conviction)?

Yes _____ No _____

2. Have you ever been convicted of or pleaded guilty or "no contest" to a misdemeanor involving sexual

misconduct whether or not resulting in a conviction?

Yes _____ No _____

EMPLOYMENT INFORMATION :

Employed By _____ How Long? _____ Yrs _____ Mos.

Employers Address _____ Telephone _____

Position _____ Gross Monthly Income _____ Supervisor _____

Previously Employed By _____ How long? _____ Yrs _____ Mos.

Employers Address _____ Telephone _____

Position _____ Gross Monthly Income _____ Supervisor _____

Other sources of income (include financial aid, social security, loans, mutual funds, stocks, bonds, etc.)

***Provide recent copies documenting each source of income & last 2 pay stubs or W-2 if self-employed**

BANKING & CREDIT INFORMATION :

***Provide most recent copy of statement for each bank account**

Bank _____ Phone # _____

Address _____ Checking Acct. # _____

Bank Contact/ Loan Officer _____ Savings Acct # _____

Have you ever filed bankruptcy? Y / N When? _____ When was or will it be discharged? _____

Are there any judgements or collections against you? Y / N

If Yes, list specifics of judgments and collections: _____

List financial obligations (include student loans, credit cards, auto or home loans, child support, etc.)

1) _____ \$ _____ / Mo

2) _____ \$ _____ / Mo

3) _____ \$ _____ / Mo

4) _____ \$ _____ / Mo

5) _____ \$ _____ / Mo

AUTOMOBILE INFORMATION:

***Provide a copy of registration for each vehicle**

Make _____ Model _____ Year _____ Color _____ Plate No/State: _____

Make _____ Model _____ Year _____ Color _____ Plate No/State: _____

How many vehicles will occupy the premises (include cars, boats, motorcycles & trailers) ? _____

Applicant Signature: _____ **Date:** _____

DID YOU REMEMBER TO?

___ **Read Through the Entire Application**

___ **Supply ALL Necessary Phone #'s and Addresses**

___ **Complete Each Page of The Application and Sign Where Noted**

___ **Include a Copy of Your Most Recent Bank Statement(s)**

___ **Include Verification of Income Last 2 Pay Stubs (W2 if self employed) and Income Other Than Work: i.e. Trust Fund, SSI, Student Loans**

___ **Include A Copy of Your Drivers License or Valid State Identification**

___ **Pay the \$25 Application Fee**

Thank you for your interest in our homes! Please fax this form to: 706-922-7524