

## *TCT Property Services, L.L.C.*

2500 South Power Road, Suite 121

Mesa, AZ 85209

Phone (480) 632-4222

Fax (480) 632-4226

Property applying for: \_\_\_\_\_ Occupancy Date: \_\_\_\_\_

### **Rental Application Policy**

Thank you for considering one of our rental homes. We strive to offer the best possible rental homes and we look for great tenants that take pride in the place they live.

After you have filled out the attached rental application form completely, please get it back to us. All applications will be considered on the completeness of application. Please note that we cannot approve any application without all of the following information.

- Application fee of **\$35.00** (per adult) - payable to TCT Property Services, LLC.
- Your **two most current employment paycheck stubs** as proof of income
- **Copy of each applicant's drivers license**
- **Copy of Social Security Card**
- If you are self employed, we will need a copy of your tax returns
- A **valid telephone number** for current & previous landlord(s).

We will process the application by obtaining a copy of your credit report. We will contact your employer for employment verification and income verification. Our requirement is that the verifiable income must be at least 3 times the amount of the rent. Please know that if you have extenuating circumstances we will be glad to consider them. Payment of additional security deposit up to 1 and ½ times the monthly rent may be paid under circumstances to offset risk factors present in the applicant's rental, employment, or credit history.

**If you are accepted for this property we require the security deposit in the form of certified funds (credit cards are accepted with 3% charge) and a signed lease within 48 hours of your approval.**

Other Applicable Charges:

A non-refundable redecorating fee of \$175.00 or \$225.00 (depending on size of property)

A one time administrative fee of \$75.00

Applicable rental tax.

PETS: Pets are allowed when approved in writing by the property owner or agent. Pets may not be allowed at all at some properties. Additional deposit of \$300.00 per pet and an additional \$20 per pet a month will be required if pets are approved.

You are strongly encouraged to obtain renters insurance. The owner's insurance policy does not cover your personal belongings.

You must turn on all required utility services, electric, water, trash, sewer, gas or others before you take occupancy of the property. You must immediately report any problems you might discover in the process. If you are renting a new house that has gas service you need to apply for service at least six days ahead of time to insure that it can be connected prior to your occupancy.

There are no verbal agreements. All changes to the property or agreement must be approved by the owner and signed by our company broker or the property manager. You will be given a move in inspection form and asked to fill it out and return to our office within 5 days.

We have a high standard in the preparation of rental units. Any request to make changes in the current condition of the property or terms of the lease agreement must be in writing at the time of application. These requests will be considered at the same time your application is processed.

We welcome all applicants and we support equal housing opportunities for everybody. TCT Property Services, L.L.C. strives to provide the finest quality real estate service available. We look forward to earning the right to be your Realtor for life.

Sincerely, *TCT Property Services, L.L.C.*

### TCT Property Services

#### APPLICANT

NAME (include jr or sr if applicable)	
SOCIAL SECURITY NUMBER	DATE OF BIRTH
DRIVERS LICENSE #	PHONE NUMBER

#### SPOUSE

NAME (include jr or sr if applicable)	
SOCIAL SECURITY NUMBER	DATE OF BIRTH
DRIVERS LICENSE #	PHONE NUMBER

#### APPLICANT

#### RESIDENT HISTORY

#### SPOUSE

**PRESENT ADDRESS** (street, city, state, zip)

Street \_\_\_\_\_ Apt # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
\_\_\_\_\_  
Name of Landlord/Apartment Complex & Telephone # \_\_\_\_\_  
Rent Amount \_\_\_\_\_ Dates from \_\_\_\_\_ to \_\_\_\_\_

**PRESENT ADDRESS** (street, city, state, zip)

Street \_\_\_\_\_ Apt # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
\_\_\_\_\_  
Name of Landlord/Apartment Complex & Telephone # \_\_\_\_\_  
Rent Amount \_\_\_\_\_ Dates from \_\_\_\_\_ to \_\_\_\_\_

**FORMER ADDRESS** (street, city, state, zip)

Street \_\_\_\_\_ Apt # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
\_\_\_\_\_  
Name of Landlord/Apartment Complex & Telephone # \_\_\_\_\_  
Rent Amount \_\_\_\_\_ Dates from \_\_\_\_\_ to \_\_\_\_\_

**FORMER ADDRESS** (street, city, state, zip)

Street \_\_\_\_\_ Apt # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
\_\_\_\_\_  
Name of Landlord/Apartment Complex & Telephone # \_\_\_\_\_  
Rent Amount \_\_\_\_\_ Dates from \_\_\_\_\_ to \_\_\_\_\_

#### APPLICANT

#### EMPLOYMENT INFORMATION

#### SPOUSE

**Name and Address of Employer** Self Employed \_\_\_\_\_

Name \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Date From \_\_\_\_\_ to \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Supervisor \_\_\_\_\_  
Monthly Income \_\_\_\_\_

**Name and Address of Employer** Self Employed \_\_\_\_\_

Name \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Date From \_\_\_\_\_ to \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Supervisor \_\_\_\_\_  
Monthly Income \_\_\_\_\_

**Name and Address of Employer** Self Employed \_\_\_\_\_

Name \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Date From \_\_\_\_\_ to \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Supervisor \_\_\_\_\_  
Monthly Income \_\_\_\_\_

**Name and Address of Employer** Self Employed \_\_\_\_\_

Name \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Date From \_\_\_\_\_ to \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Supervisor \_\_\_\_\_  
Monthly Income \_\_\_\_\_

#### BANK REFERENCE

Name of Bank: _____	Branch Location _____	Phone _____
Checking Acct _____	Savings Acct _____	How Long _____

**TCT Property Services**

Rental Application Continued

List Individuals that will be occupying the unit

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Date of Birth \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Date of Birth \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Date of Birth \_\_\_\_\_

Have you or the co-applicant:

Broken a rental agreement? Yes \_\_\_\_\_ No \_\_\_\_\_

Been evicted? Yes \_\_\_\_\_ No \_\_\_\_\_

Been convicted of a crime? Yes \_\_\_\_\_ No \_\_\_\_\_

Been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you filed for bankruptcy? Yes \_\_\_\_\_ No \_\_\_\_\_ When? \_\_\_\_\_ Date Discharged \_\_\_\_\_

Will there be any pets in the unit? Yes \_\_\_\_\_ No \_\_\_\_\_

Name \_\_\_\_\_ Type \_\_\_\_\_ Weight \_\_\_\_\_ License # \_\_\_\_\_ Color \_\_\_\_\_

Name \_\_\_\_\_ Type \_\_\_\_\_ Weight \_\_\_\_\_ License # \_\_\_\_\_ Color \_\_\_\_\_

How many vehicles do you plan to park on the property? \_\_\_\_\_

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ State \_\_\_\_\_ License # \_\_\_\_\_

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ State \_\_\_\_\_ License # \_\_\_\_\_

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ State \_\_\_\_\_ License # \_\_\_\_\_

IN CASE OF EMERGENCY, NOTIFY:

Name \_\_\_\_\_ Address \_\_\_\_\_ Relationship \_\_\_\_\_ Phone Number \_\_\_\_\_

PLEASE READ CAREFULLY

Applicant represents that all of the above statements are true and complete, and hereby authorized verifications of above information references and credit records. Applicant acknowledges that false information contained herein constitutes grounds for rejection of this application if discovered before move in. Applicant acknowledges that management may not be able to complete comprehensive action of the Agreement before move in. Management reserves the right to verify application information after move in and may convert the proposed Rent Agreement to a month to month term if misleading information is contained in this application. This application is preliminary only and does not obligate owner or representative to execute a lease or deliver possession of the proposed premises.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_