



Desert River Realty LLC

APPLICATION INSTRUCTIONS

Property you are applying for: _____

Tenant Agent: _____ Anticipated Move-in Date: _____

Tenant Agent Code: _____ Tenant Agent Office Code: _____

It is our company policy to accept the first qualified applicant when multiple applications have been received. We are a company who recognizes and fully supports Federal and State Fair Housing Laws (www.hud.gov/offices/fheo/). We do not discriminate against any person on the basis of race, color, religion, sex, handicap, familial status, or national origin.

In order for the application to be processed the following criteria must be met by all applicants to be approved for a lease:

- Complete the application, Applicants must be 18 years of age or older at the time of application.
- If working with another Realtor who showed you this home, please attach their business card

Application processing fee for \$40.00 per each applicant above 18 years old, application fee pays to Desert River Realty LLC in the form of Money order or Cashier's Check **only** Application **fees are non-refundable**.

Please **Sign /Date** the "*Rental Application and Request for Verification of Rent*".

Submit Copies of any source income for 2 months, if self-employed, Tax Return(s) from prior year and/ or current bank or accounting statement are acceptable.

Provide Two (2) forms of Identification: Social Security Card and Valid Driver's License /Valid Government Issued Photo ID

If moving form out of state, please provide a transfer letter from future employer stating income and started date

Pet Policy: Policies on pets vary according to the homeowner. However, none of our homes permit the following breeds of dogs: Pit Bulls, Dobermans, Rotweilers, Chows or near relative (Exception: Assistive Pet). Pet policies are strictly enforced.

The following Criteria are basis for denial in the absence of substantial mitigating circumstances:

- Criminal conviction for crimes against persons and/or property
- No sex offense felonies, no felonies for violent crimes within the last 20 years. No conviction for drug-related felonies within the last 10 years and at least 3 years since the sentence has been served and finalized.
- 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 application
- Credit score criteria: minimum 640, below 640 require landlord approval.
- No material falsification of any information on the application.

Company policy: Any non-complete application will be declined.

Amount Needed for Move-In:

Credit Check fee: \$ _____ (Non-Refundable)
 Security Deposit: \$ _____ (Refundable)
 Pet Deposit: \$ _____ (Refundable /Non-Refundable)
 First Month's Rent: \$ _____ (Refundable/ Non-Refundable)
 Rental Tax: \$ _____ (Refundable/ Non-Refundable)
 Pro-Rated Rent: \$ _____ (Refundable/ Non-Refundable)
 Rental Tax: \$ _____ (Refundable/ Non-Refundable)

If application has been approved, the Non Refundable Earnest Deposit (money order, cashier check) has to be send to our office in order to Hold the Property. Listing will not be pending until the lease agreement had been signed by Applicant.



Desert River Realty LLC

Rental Application

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

Address of Home Desired: _____

Today Date: _____ Move-in Date _____

Application Full Name: _____ SS# _____ Birthdate: _____

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

Spouse Full Name: _____ SS# _____ Birthdate: _____

How Did You FIRST Hear About US or This Home? Newspaper (specify) _____ " For Lease" Signs Website (Specify) _____
 Website (specify): _____ Agent (specify) _____ Other _____

Form of Payment (\$ 30 per applicants 18 years and older) Cash Money Order

List All other Residents	Relationship	Age	List All other Residents	Relationship	Age

Present Address _____ City _____ State _____ Zip _____

Tel: _____ E-mail: _____ Cell Phone: _____

Rent or Mortgage Payment _____ Move in Date? _____

Landlord or Mortgage Company: _____ Phone: _____

Reason for Leaving: _____ Fax : _____

Previous Address _____ City _____ State _____ Zip _____

Tel: _____ E-mail: _____ Cell Phone: _____

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

Landlord or Mortgage Company: _____ Phone: _____

Reason for Leaving: _____ Fax : _____

Applicant Employer _____ Hire Date _____ Gross Income _____ per _____

Address _____ Tel: _____

Position _____ (Provide Pay-stubs) Supervisor _____

Previous Employer _____ How long? _____ Tel: _____

Spouse Employer _____ Hire Date _____ Gross Income _____ per _____

Address _____ Tel: _____

Position _____ (Provide Pay-stubs) Supervisor _____

Previous Employer _____ How long? _____ Tel: _____

Other Source of Income: _____



Desert River Realty LLC

Nearest Relative (not living with you) _____ Tel: _____
 Address: _____ City _____ State _____ Zip _____
 Character Reference _____ Relationship _____ Tel: _____
 Address: _____ City _____ State _____ Zip _____
 Bank Reference _____ Branch Address: _____
 Checking Account: _____ Saving Account#: _____

Number Of Vehicle (including motorcycles, trailers, RV's Boats) _____ Driver License No. _____
 Make & Model _____ Year _____ License _____ State _____
 Make & Model _____ Year _____ License _____ State _____
 Make & Model _____ Year _____ License _____ State _____

Do You Have Pets? _____ If yes, list breeds and weights: _____
Has any applicant ever been evicted from a rental property? _____
Has any applicant had a civil judgment or collection for a rental property? _____
Have you ever been convicted of a felony? ____ If yes, escribe _____
Is any applicant currently engaged in any criminal activity? ____ If yes, describe _____
Please provide any other information that will help us better evaluate your application

Would you expect a credit report to disclosed past or current credit difficulties? _____ If yes, Please explain:

AUTHORIZATION

This application must be signed by the applicant before consideration by the Agent. Acceptance of application by the Agent and any monies, except the non-refundable Application Fee, will be applied to the deposit required in the lease. The landlord reserves the right to require that the entire amount of the security deposit be paid by the applicant within 24 hours of acceptance to hold the home. Applicant agrees to sign a lease agreement in the standard form required by Agent. Should 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 damage 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. Under no condition will be Application Fee be refunded. Refunded monies must be picked up at the office within 90 days, or they will be forfeited.

The information on this application is true and correct. I hereby authorize Desert River Realty LLC, 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. A full disclosure of pertinent facts may be made to the Agent and Home Owner. **FALSIFYING INFORMATION ON THIS APPLICATION IS GROUNDS FOR DENIAL AND FORFEITURE OF ALL DEPOSITS. COMPANY CAN SUBMIT THE LOAN APPLICATION TO THE COLLECTION COMPANY IF TEANNT DEFAULT THE RENT.**

Signed: _____ SS# _____ Date: _____
 Signed: _____ SS# _____ Date: _____



Desert River Realty LLC

REQUEST FOR VERIFICATION OF RENT

Name of Tenant(s): _____

Your Current Property Address: _____

By Signing below, we hereby authorize Desert River Realty LLC to verify rental history on our behalf with our current landlord and Employment. The form is to be transmitted directly to the brokerage company and is not to be transmitted through the applicant of any other party except for the landlord.

Applicant Date Applicant Date

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

Current Landlord/ Property Manager: _____

Tel: _____ Fax: _____

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 (866-252-5641) 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

Verification of Employment

Applicant Employer: _____ Hire Date: _____

Present Position: _____ Gross Income: _____

Probability of continued employment: Y__ N__

Signature of Employer Signature Print Name Title Tel