

SIGNATURE REALTY & MANAGEMENT RENTAL APPLICATION

4003 HARTLEY ROAD, JACKSONVILLE, FL 32257 904-268-0035/FAX 904-268-0660
1301 - A PENMAN ROAD, JACKSONVILLE BEACH, FL 32250 904-241-5221/FAX 904-241-3581
8215 103rd STREET, JACKSONVILLE, FL 32210 904-482-1099/FAX 904-322-5294
314 COMMERCE LAKE DRIVE #201 ST. AUGUSTINE, FL 32095 904-940-9882/ FAX 904-940-4830

Date: _____

Application is made to lease premises known as _____ for _____ months, beginning on the _____ day of _____ 20__ for the monthly rent of \$_____ payable in advance on the first day of each month. A non-refundable application processing fee of \$55.00 PER APPLICANT, payable to Signature Realty & Management is due and payable upon application. If any additional expenses are required in order to verify background information, other than credit report, then tenant agrees to pay these fees in addition to the application fee.

It is understood that the premises are to be used as a single family residence occupied by no more than _____ persons; and that occupancy is contingent upon property being vacated by current tenant or owner. All personal property placed in said premises shall be at tenant's risk. Each adult used to qualify for lease, other than husband and wife, must fill out a separate application.

I/We agree to apply for all utility services before taking occupancy of the leased premises and agree to pay for all applicable utilities: electricity, gas, water, sewer, fuel, refuse, etc. and any necessary deposits required. The applicant(s) understands that he/she has no interest in the rental property until a valid lease is executed and all required monies are collected. If lease is executed and no monies are collected within the first 5 business days of acceptance, then agent/owner reserves right to terminate lease.

ALL AREAS MUST BE COMPLETED BEFORE APPLICATION CAN BE PROCESSED

ADULT NAMES TO APPEAR ON LEASE:

1. _____
Last Name First Initial DOB SOCIAL SECURITY NUMBER

2. _____
Last Name First Initial DOB SOCIAL SECURITY NUMBER

Home Phone _____ Cell Phone _____ Cell Phone _____ Ofc Phone _____ Fax _____

E-Mail Address _____ E-Mail Address _____

PETS: Yes No # of Pets: _____ Age(s): _____ What breed(s): _____

CHILDREN & OCCUPANTS: 1. _____ Age: _____ 2. _____ Age: _____
3. _____ Age: _____ 4. _____ Age: _____

PRESENT ADDRESS: _____
Street City State Zip

Lived there how long? _____ Rented? _____ Owned Home? _____ Monthly payment \$ _____

Name of Landlord or Mortgage Co. _____ Telephone _____ Fax: _____

Why moving? _____

PREVIOUS ADDRESS: _____
Street City State Zip

Lived there how long? _____ Rented? _____ Owned Home? _____ Monthly payment \$ _____

Name of Landlord or Mortgage Co. _____ Telephone _____ Fax: _____

EMPLOYMENT OF ALL ADULTS TO APPEAR ON LEASE:

1. Applicant: _____

Where employed?

How long?

Business Address / Supervisor / Business Phone/Fax Number

Position _____ Salary per year _____

2. Spouse: _____

Where employed?

How long?

Business Address / Supervisor / Business Phone/Fax Number

Position _____ Salary per year _____

IF CURRENT EMPLOYMENT LESS THAN TWO (2) YEARS, COMPLETE THE FOLLOWING ON PAST EMPLOYER:

3. _____

Where employed?

How long?

Business Address / Supervisor / Business Phone/Fax Number

Position _____ Salary per year _____

If self-employed, attach copy (the last year filed) of US tax return:

Additional Income: Amount \$ _____ per _____ Source of Additional Income: _____

If child support or alimony, who can verify? _____

Bank Accounts; Checking _____

Name of Bank

City

Account No.

Savings _____

Name of Bank

City

Account No.

Current Monthly Obligations: (credit cards, Dept. stores, Loans etc.)

PAYMENT OWED TO

BALANCE DUE

MONTHLY PYMT

/ /

/ /

Description of Automobiles or other vehicles:

Make/Model _____ Year _____ Tag _____ Make/Model _____ Year _____ Tag# _____

Driver's License Numbers: Tenant _____ State _____ Spouse _____ State: _____

Have you ever been convicted of a felony: Applicant Yes No **Spouse:** Yes No

If "yes," please explain: _____

Whom should we contact in case of an emergency: Name _____ Phone _____

Personal reference: Name _____ Phone _____

This application consists of Page 1, 2 AND 3. The truth of the information contained herein is essential, and if the owner or agent deems any answer or Statement herein to be false or misleading, it shall be considered that any lease granted by virtue of this application may be cancelled at their option. The owner has a right to accept and review additional applications up to the time of acceptance or rejection of this application, not to exceed five business days (Monday through Friday) processing time if all relevant information of applicant has been submitted.

A security deposit equal to one months rent, unless otherwise agreed upon by all parties, is to be held by Signature Realty & Management with the clear understanding that this application, including each prospective occupant, is subject to approval and acceptance by owner or his duly authorized property manager. All security deposits must be in the form of certified funds. The processing fee is refundable only if the owner or his duly authorized property manager elects not to process the application. If this application is not approved and accepted by the owner or his duly authorized property manager, the deposit will be refunded within fifteen (15) days or sooner from rejection date. The applicant hereby waives any claim for damages by reasons of non-acceptance of this application.

After approval and acceptance of the application by owner or his duly authorized property manager, the applicant agrees to execute a lease within 5 business days in accordance with the terms of the application. If the applicant should fail to execute a lease and/or occupy the premises, within the 5 business days, upon verbal notification of acceptance, the applicant agrees that the entire security deposit herein provided may be forfeited to compensate the owner and the agent for damages (i.e., loss of rental income, utilities, rental commission, advertising expense, and attorney's fees) suffered. This security deposit is due and payable within 5 business days of approval to the owner if he is managing the property, or to Signature Realty & Management if they are managing the property.

I\We hereby authorize Signature Realty and Management to use and distribute any information obtained to complete a background verification and then report, and disclose to the property owner or other relevant party all information obtained from me or from any other person pertaining to me in order to render a decision of the acceptance or rejection of this application.

I/WE HEREBY CERTIFY THAT THE INFORMATION IN THIS APPLICATION IS TRUE TO THE BEST OF OUR KNOWLEDGE; AND I/WE HAVE NOT KNOWINGLY LEFT OFF ANY FACTS THAT MAY AFFECT THE APPROVAL OR DIS-APPROVAL OF THIS APPLICATION.

Renting Agent: _____ Date: _____

Company: _____ Phone: _____

Address: _____

Applicant's Signature: _____ Date: _____

(Drivers License Identification is required)

Applicant's Signature: _____ Date: _____

(Drivers License Identification is required)