

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 **\$45.00** per adult or \$75.00 per married couple - payable to Paramount Property Services.
- Your **two most current employment paycheck stubs** as proof of income
- **Copy of each applicant's drivers license**
- If you are self employed, we will need a copy of your tax returns.
- A **valid telephone number** and contact information for 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. We may also perform a background check. If you have extenuating circumstances we will be glad to consider them. We welcome you to include a letter briefly introducing yourself and your circumstances. Payment of additional security deposit up to 1 and ½ times the monthly rent may be required 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 required deposits in the form of certified funds and a signed lease within 48 hours of your approval.

PETS: Pets are allowed when approved in writing by the lease and Pet Deposits may apply. Pets may not be allowed at some properties. Additional Pet Deposits or Pet Fees may be required depending on number of pets and type or size 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 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. Paramount property Services, L.L.C. strives to provide the finest quality real estate service available.

Sincerely,

Paramount Property Services

**** Please return completed application via FAX 480-456-8787 or EMAIL Admin@ParamountPS.com ****

How did you hear about the property and or our company? _____ Sign at Property _____ Internet _____ Other: _____

Realtor Agent Name: _____ Agent Company: _____

Agent Phone: _____ Agent Email: _____

PLEASE NOTE - ONE SEPERATE RENTAL APPLICATION PER PERSON

Application Date: _____

(PLEASE PRINT CLEARLY)

IT IS IMPORTANT THAT ALL OF THE FOLLOWING INFORMATION BE COMPLETELY FILLED OUT . ANY AREAS LEFT BLANK WILL BE CONSIDERED INCOMPLETE AND MAY CAUSE DELAYS IN PROCESSING.

Property Address: _____

For _____ months/ year and monthly rent of \$ _____ payable on the first day of each month.

*Move-In date: _____

Full Legal Name (Please print) _____ Social Security #: _____

Date of Birth _____ (Check One) Married _____ Single _____ Other _____

Home # _____ Cell# _____ Email: _____

ADDRESS - HISTORY: PLEASE LIST THE LAST FIVE (5) YEARS OF RESIDENCE AND WRITE ON SEPARATE SHEET IF ADDITIONAL SPACE IS NEEDED AND INCLUDE ALL PERTINENT INFORMATION AS LISTED BELOW.

Current Address: _____

City _____ State _____ Zip: _____

How Long at this address? _____ Lived here From: _____ To: _____

Name of Landlord/Mortgage Co. _____ Phone # () _____

Rent/Mortgage Per Month \$ _____ If Mortgage Company please provide Account # - _____

Reason for moving? _____

Previous Address: _____

City _____ State _____ Zip: _____

How Long at this address? _____ Lived here From: _____ To: _____

Name of Landlord/Mortgage Co. _____ Phone # () _____

Rent/Mortgage Per Month \$ _____ If Mortgage Company please provide Account # - _____

Reason for moving? _____

Previous Address: _____

City _____ State _____ Zip: _____

How Long at this address? _____ Lived here From: _____ To: _____

Name of Landlord/Mortgage Co. _____ Phone # () _____

Rent/Mortgage Per Month \$ _____ If Mortgage Company please provide Account # - _____

Reason for moving? _____

EMPLOYMENT: IF LESS THAN TWO YEARS AT YOUR PRESENT EMPLOYER , PLEASE LIST PREVIOUS EMPLOYERS

Employed by: _____

Business Address: _____ Phone: _____

Dates Employed From: _____ To: _____ Position: _____

Salary: \$: _____ Total Hours per week: _____ (Circle One) : Full Time / Part Time

Person/Dept to contact to verify employment: _____

PREVIOUS EMPLOYMENT: (if less than 2 years at present position)

Employed by: _____

Business Address: _____ Phone: _____

Dates Employed From: _____ To: _____ Position: _____

Salary: \$: _____ Total Hours per week: _____ (Circle One) : Full Time / Part Time

Person/Dept to contact to verify employment: _____

OTHER INCOME: Such as Alimony, Child Support, Retirement Benefits, Social Security, etc.

(Must provide supporting documentation to be considered.)

Other income \$ _____ Source: _____

Person/Dept to contact to verify: _____ Phone: _____

Please indicate what supporting documentation you are providing: _____

Is this documentation included with the application? _____ Yes _____ No _____ Will submit shortly

ADDITIONAL OCCUPANTS-

Information required on ALL occupants who will reside in the home. (separate application required for all adults over 18 years of age.)

<u>Full Name</u>	<u>Relationship</u>	<u>Age:</u>	<u>Full Name</u>	<u>Relationship</u>	<u>Age:</u>
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_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

PET(S): How many? _____

Type of pet: _____ Breed: _____ Approx. Weight: _____ Age: _____ Spayed/Neutered

Is pet housebroken? _____ Is it an inside or outside pet? _____

Type of pet: _____ Breed: _____ Approx. Weight: _____ Age: _____ Spayed/Neutered

Is pet housebroken? _____ Is it an inside or outside pet? _____

DEBT OBLIGATIONS: Total Outstanding Debt: \$ _____ (Include credit cards, car payments, loan payments, etc.)

Average monthly payments toward your total outstanding debt: _____

Payments: Alimony: \$ _____ Child Support: \$ _____ Other: \$ _____

Have you ever been evicted? Yes / No Explain: _____

Have you ever filed Bankruptcy? Yes / No Explain: _____

Have you or any other member of your household that will be residing at the property, whether an adult or a minor, pled to, plea bargained or ever been convicted of any felony or misdemeanor? Yes No If yes, Please explain:

VEHICLE INFORMATION:

Drivers License #: _____ State: _____ Exp. Date: _____

Make	Model	Year	Color	Lic Plate #	Exp Date	State
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BANK REFERENCES:

Name of Bank	Branch/Address	Type of Account	Account Number
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EMERGENCY CONTACT:

Please notify in an emergency: _____ Phone: _____

Address: _____ Relationship: _____

PERSONAL REFERENCE:

Name : _____ Phone: _____ Relationship: _____

**** I acknowledge that application fees are non-refundable and are for the purpose of processing this application.****

I (We) hereby warrant that the foregoing information is true and accurate to the best of my (our) knowledge (We) hereby authorize the person or firm to whom this application is made, any credit bureau or other Investigative Agency employed by such person, to investigate the references, statements or other data herein listed obtained from me or from any other person pertaining to my credit and financial responsibility.

Applicant Signature: _____ **Date:** _____