

Rental Application Criteria and Disclosures

1. All adult applicants over the age of 18 excluding dependent children must submit a fully completed, dated and signed residency application and fee. A non-refundable application fee of \$75 is due for each applicant or guarantor who is to be a party to the lease. In the event applicant is renting a unit governed by a condominium homeowner's association, the applicant may be required to submit a separate application, pay a separate application fee and pay any additional security deposit. Application fees and all money due before move-in must be paid by Cashier's Check, Certified Check or Money Order.
2. Total gross income must be at least (3) three times the monthly rent (Roommates: each roommate's income must equal 3 times the rental rate). A minimum of (3) year's residential history is required. Credit History and Civil Court Records must not contain slow pays, judgments, eviction filing, collections, liens or bankruptcy within the last (5) five years. All bankruptcies must be fully discharged. We will not provide you with the credit report or tell you of its contents. See Disclosure 1 below.
3. Self-employed applicants are required to produce upon request, (2) two years of tax returns or 1099's. Non-employed individuals must provide proof of income. All sources of other income must be verifiable, if needed to qualify for a rental unit.
4. Criminal records must contain no convictions for felonies for crimes within the past 7 years involving violence against persons, damage or destruction of property, manufacture or distribution of controlled substances and no sexual offenses ever.
5. Previous rental history reports from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbance or illegal activities, no NSF checks and no damage to unit or failure to leave the property clean and without damage at the end of lease.
6. No pets (with the exception of service animals) of any kind are permitted without specific written permission of landlord in the lease document. A non-refundable pet fee, an additional pet deposit or pet rent may be required. Certificate of medical necessity is required for companion animals. The following breeds of dogs will not be accepted due to insurance liability: Rottweiler's, Dobermans, Pit Bulls (AKA Stafford Terriers), Bull Terriers, Wolf Hybrids, German Shepards and Chows or any dog banned by the Landlord's insurance company. No puppies (under 1 year old).
7. We reserve the right to determine the amount the Tenant(s) will be required to pay as security deposit and additional prepaid rent depending on the results of this report. **NOTE:** Any request for exceptions to these criteria must be submitted in writing to the rental associate for presentation to the landlord for consideration. If approval is then given for such exceptions, we reserve the right to require additional security, a guarantor or co-signer, or additional advance rent payments or any combination of the above.
8. Current occupancy standards are a maximum of 2 persons per bedroom, except for infants under 4 years of age. However, some city and county municipalities and/or homeowners associations prohibit more than (2) two unrelated adults to reside in a single family dwelling unit. Consequently, Smith & Associates Property Management of Bay County, Inc. will allow no more than (2) two unrelated persons per dwelling.
9. It is the Landlord's right under the lease to report all non-compliance with terms of your lease agreement of failure to pay rent or other charges to the credit bureau.
10. The following advance payments are commonly due before move-in: security deposit and /or any prorated rent for a partial month as required by the lease document. Additionally, if you have pets, you can expect one or all of the requirements listed in paragraph 6.
11. Applicant affirms that they have seen the interior of the property and accept the property in as-is condition.

DISCLOSURE 1: Pursuant to Federal Fair Credit Reporting Act, 15,U.S.C. Section 1681, et seq., as amended by the Consumer Credit Reporting Reform Act of 1996, if the Owner denies you residency or asks for additional security deposit, advance rent or a co-signer based on the information obtained from this application you may request a copy of your credit report from the credit reporting agency within 60 days of your denied application for residency. You may contact the service we use for additional information at 800-888-5773.. The credit reporting service only provided information to us; it did not participate in the decision to accept or deny your application.

DISCLOSURE 2: Pursuant to Florida law, The Department of Law Enforcement (FDLE) is required to maintain a list of sexual predators and sex offenders to enable the public to request information about these individuals living in their communities. Tenants who deem this information material should contact FDLE toll free at 1-888-357-7332, via e-mail at sexpred@fdle.state.fl.us or www.fdle.state.fl.us

DISCLOSURE 3: School Districts. Due to school overcrowding in certain areas, school boundaries are subject to change. As a result, the information available to the Owner and the Realtor may not be accurate or current, even though it appears to be from a reliable source. If this information is important to you, contact the local school directly to verify the correct school boundaries for the particular property you are intending to rent prior to signing a lease.

Smith & Associates Property Management of Bay County, Inc. and Landlords offer accommodations to all prospects without regard to color, race, religion, sex, familial status, physical handicaps, national origin or any unlawful discrimination, and including all other statutes applicable to equal opportunities.

I affirm that I have read & understand the Rental Application Criteria and give Smith & Associates Property Management of Bay County, Inc. permission to process my Application for Rental Property. I understand that my approval for rental property will be based upon this criteria. Any exception to these criteria will need to be submitted in writing to Smith & Associates Property Management of Bay County, Inc. for consideration. If approval is then given for such exceptions by Landlord, additional security deposit, co-signers and/or additional "higher" rent may be required.

Applicant Signature

Date