

## RENTAL APPLICATION

An application fee of \$30 is required for paper applications payable with Cash or Money order made payable to Soniat Realty.

An application fee of \$25 is required for online applications payable by credit card or bank draft.

The application fee is not a deposit and does not operate to reserve the availability of the rental property.

**ALL OF SONIAT REALTY PROPERTIES ARE NON-SMOKING INSIDE OF UNITS**

**PREMISES TO BE RENTED:** \_\_\_\_\_ Unit # \_\_\_\_\_ Desired start date \_\_\_\_\_  
 LEASE TERM: \_\_\_\_\_ MONTHLY RENT: \$ \_\_\_\_\_ SECURITY DEPOSIT: \$ \_\_\_\_\_  
 Utilities paid by: Water \_\_\_\_\_ Electricity \_\_\_\_\_ Gas \_\_\_\_\_ Appliances \_\_\_\_\_  
 Parking Privileges? \_\_\_\_\_ Who is responsible for: Lawn Maint \_\_\_\_\_ Pool Cleaning \_\_\_\_\_ Alarm Maint & Monitoring \_\_\_\_\_  
**Where did you learn about this rental?** Sign / Internet Search / Soniat Realty website/ Friend/ Other \_\_\_\_\_

**APPLICANT NAME** \_\_\_\_\_ DOB \_\_\_\_\_ Driv.Lic # \_\_\_\_\_ SS# \_\_\_\_\_  
 Phone: Cell \_\_\_\_\_ Other \_\_\_\_\_ Email Address \_\_\_\_\_  
**Have you ever been evicted? Yes/No If yes, please explain** \_\_\_\_\_  
**Have you ever been convicted of a felony? Yes/No If yes, please explain** \_\_\_\_\_  
**Have you ever been foreclosed upon? Yes/No If yes, please explain** \_\_\_\_\_

**OTHERS WHO WILL OCCUPY THE PREMISES WITH YOU (All individuals contributing toward rent shall apply separately)**  
 Name \_\_\_\_\_ Relationship \_\_\_\_\_ Sex \_\_\_\_\_ Age \_\_\_\_\_ SS# \_\_\_\_\_  
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 Name \_\_\_\_\_ Relationship \_\_\_\_\_ Sex \_\_\_\_\_ Age \_\_\_\_\_ SS# \_\_\_\_\_

**PETS:** Do you have any pets? Yes/No How many? \_\_\_\_\_ Breed \_\_\_\_\_ Age \_\_\_\_\_ Weight \_\_\_\_\_  
 Are Vaccinations Current? Yes/No Name of Veterinarian \_\_\_\_\_ Pet Deposit \$ \_\_\_\_\_ Pet Rent \$ \_\_\_\_\_  
**(Photo to be provided with application & Current Vaccinations Record to be provided, if application approved)**

**# OF VEHICLES TO BE KEPT AT RESIDENCE** \_\_\_\_\_ Make/Model \_\_\_\_\_ Year \_\_\_\_\_ License Plate \_\_\_\_\_  
 Make/Model \_\_\_\_\_ License Plate \_\_\_\_\_

**PRESENT ADDRESS** \_\_\_\_\_ City/St \_\_\_\_\_ Zip \_\_\_\_\_ Rent Amt. \_\_\_\_\_  
 How long? \_\_\_\_\_ Landlord/Manager \_\_\_\_\_ Phone (1) \_\_\_\_\_ (2) \_\_\_\_\_  
 Email \_\_\_\_\_ Reason for moving \_\_\_\_\_

**PREVIOUS ADDRESS** \_\_\_\_\_ City/St \_\_\_\_\_ Zip \_\_\_\_\_ Rent Amt. \_\_\_\_\_  
 How long? \_\_\_\_\_ Landlord/Manager \_\_\_\_\_ Phone (1) \_\_\_\_\_ (2) \_\_\_\_\_  
 Email \_\_\_\_\_ Reason for moving \_\_\_\_\_

**APPLICANT'S EMPLOYMENT**  
**CURRENT:** \_\_\_\_\_ Supervisor \_\_\_\_\_ Position \_\_\_\_\_  
 Phone \_\_\_\_\_ Ext \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_  
 How long employed \_\_\_\_\_ Salary \_\_\_\_\_ per yr./mo/wk./hr. If hourly, avg # of hrs. worked per week \_\_\_\_\_  
**PREVIOUS** \_\_\_\_\_ Supervisor \_\_\_\_\_ Position \_\_\_\_\_  
 Phone \_\_\_\_\_ Ext \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_  
 How long employed \_\_\_\_\_ Salary \_\_\_\_\_ per yr./mo/wk./hr. If hourly, avg # of hrs. worked per week \_\_\_\_\_

**OTHER INCOME:** Source \_\_\_\_\_ \$ \_\_\_\_\_ mo/wk. Source \_\_\_\_\_ \$ \_\_\_\_\_ mo/wk.

**EMERGENCY CONTACT**  
 Name \_\_\_\_\_ Address \_\_\_\_\_ Relationship \_\_\_\_\_ Phone # \_\_\_\_\_  
 Name \_\_\_\_\_ Address \_\_\_\_\_ Relationship \_\_\_\_\_ Phone # \_\_\_\_\_

**AGREEMENT IS SUBJECT TO CONDITIONS AS NOTED ON PAGE 2, SIGNED BY APPLICANT, LESSOR AND/OR AGENTS.**



**ALL RENTS PAYABLE MONTHLY, IN ADVANCE. ASK ABOUT OUR MULTIPLE RENT PAYMENT OPTIONS**

Upon approval of application, or along with this application, applicant to provide the security deposit and pet deposits, if any, made payable to Soniat Realty, Inc. These deposit(s) are non-interest deposit and shall not be considered a rental payment. In the event this Application is approved, and Applicant fails to, refuses to or delays entering into the completed Lease, Lessor shall retain said deposit(s) as liquidated damages, to cover the cost of taking and processing this Application, and re-placing the premises on the market. In the event this Application is not approved, this deposit will be returned to the Applicant. This Application is made with the understanding that it is subject to acceptance by the Lessor, subject to execution by Lessor/Agent of SONIAT REALTY, INC., and delivery of a Lease covering said premises. Please allow a minimum of 2-3 days to process your Application. Applicant agrees to sign the Lease & pay full deposit within 24 hours of notification of acceptance of Application.

**FAIR HOUSING**

The policy of Soniat Realty, Inc. is to do business in accordance with the Federal Fair Housing Law. We will not refuse to rent, sell or negotiate for the rental or sale of the above property because of race, color, religion, sex, national origin, family status, sexual orientation, sexual preference or disability.

**APPLICATION PROCESS**

The acceptability of prospective residents is based on the following criteria:

1. **Job Stability** - a) eighteen (18) months at present place of employment. b) If fewer than 18 months, previous employment to be verified.
2. **Earning Power** - monthly rental and associated payments must not total more than 30 percent of applicant's gross income. The applicant's total fixed obligations should not total more than 50 percent of gross income.
3. **Current & Previous Residency Record** - addresses for the previous two years are to be verifiable. A record of timely rental payments and appropriate care of leased premises is to be confirmed.
4. **Credit** - applicant must have satisfactory credit history.
5. **Background Check & Criminal Report** – all parties residing in the residence will be subject to a background check and criminal report.
6. **Self-employed** - self-employed applicants are to be verified by IRS form 1040 for the previous year.
7. **Salaried Employment** - verified through Personnel or Human Resources department and not through a co-worker or immediate supervisor. If it is a small, owner operated business, verify with owner only.
8. **Multiple Applications** – If there are multiple applications for the same property, all applications are reviewed and we will accept the best application (as determined in our sole discretion), which may not be the first application received.

**CONTINGENCIES**

1. If the applicant does not qualify under the **Earning Power Criteria**, applicant may be allowed to add a guarantor who must meet the above seven (7) criteria and cosign the lease. A separate application & application fee is due from guarantor.
2. A recently graduated student is an acceptable applicant if he or she meets income and previous residency record requirements, does not have a poor credit record, and has good references.
3. If applicant has no credit history or previous residency record, property manager may request additional security such as a double security deposit, last month's rent, or a combination of both payable in advance. Acceptance is at the discretion of the Property Manager or Owner.
4. **Density Guidelines** - we follow the HUD two (2) person per bedroom guideline whether occupants are adults or children. Children sharing bedrooms: under 5 years old can be of different sex; over 5 years old must be of the same sex.

**ITEMS NEEDED FROM APPLICANT:**

- |  |   |
|--|---|
| 1) Signed and completed application for <u>each applicant</u> who will be named on the lease | 3) Non-refundable application fee per applicant (\$30 paper app OR \$25 online app)         |
| 2) Copy of last two pay stubs  | 4) Copy of Driver's License or State ID   |
|  | 5) Award letter for subsidized income (SSI, Social Security and Disability), if applicable. |

**Additional Terms:** \_\_\_\_\_  
\_\_\_\_\_

**Upon execution of the lease, the Tenant is to provide the security deposit, made payable to Soniat Realty, Inc.**

**AUTHORIZATION:** I affirm that the information contained in this rental application to lease to be true and correct. I agree that Soniat Realty or Lessor may terminate any agreement entered into (including the lease) if there is any misstatement made in this application. I authorize Soniat Realty, Inc. &/or Lessor to make inquiries through the credit Bureau, background and/or from my employer and other references that I have supplied on this Rental Application. It is understood that the above information will be held in strict confidence.

Applicant's Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_  
Shown by \_\_\_\_\_ Date \_\_\_\_\_ Approved by \_\_\_\_\_ Date \_\_\_\_\_