

Charles Kitchen Realty

RENTAL CRITERIA

The following criteria have been established by Charles Kitchen Realty and will be strictly adhered to. This ensures fairness and equal consideration to all applicants.

FAIR HOUSING

Charles Kitchen Realty abides by all Federal Fair Housing laws. We do not discriminate on the basis of race, color, creed, national origin, sex, marital status, physical or mental disability.

APPLICATION REQUIREMENTS

- A \$30 non-refundable fee is required from each applicant.
- Each adult 18 years of age or older must complete and sign a separate application.
- If any information on the application is missing or false, the application will not be accepted.
- Upon approval of application, the full deposit will be required to hold the property for you. Our office will continue to advertise and take applications until the full deposit is received.
- After paying the deposit, should applicant fail to enter into a rental/lease agreement, applicant forfeits the full deposit or a pro-ration thereof as compensation to the landlord for taking the property off the market

LANDLORD REFERENCES

Applications must include all information needed to verify landlord references.

IDENTIFICATION

Photo identification (driver's license, state ID, military ID, etc.) is required.

CREDIT REQUIREMENTS

- Charles Kitchen Realty will obtain a consumer credit report for each applicant.
- Minimum acceptable credit consists of 3 active accounts which are in good standing.
- The following will be grounds for denial:
 1. Unsatisfied judgments, liens or collections.
 2. Unlawful detainer within the past 5 years.
 3. Total indebtedness exceeding 50% of available credit.
 4. Accounts showing payments more than 60 days late.

INCOME REQUIREMENTS

- Applicant (or group of applicants combined) must have verifiable gross income of 3 times the monthly rent.
- If you are employed, please submit copies of your last 2 paycheck stubs or a letter from your employer on company letterhead verifying your income.
- If you are self-employed, please attach a copy of last year's income tax return and your last 3 month's bank statements.
- Other income (retirement, SIIS, child support, etc.) must have documentation to be included in your income total.

I understand and agree to the above stated criteria. I further understand that the landlord has the right to either accept or reject the application.

Applicant: _____ Date: _____

Applicant: _____

Property Address: _____

Approximate Move-In Date: _____

APPLICATION TO RENT OR LEASE

Unit No. _____

Please use separate sheet for each applicant.

Occupancy Date _____

PERSONAL INFORMATION

Name _____ S.S. Number _____ Drivers License No. _____
Present Address _____ From _____
City/State/Zip _____ Email _____
Landlord/Agent _____ Phone _____
Previous Address _____ From _____ To _____
City/State/Zip _____ Phone _____
Landlord/Agent _____
Other Occupants? _____ Number _____ Relationship _____ Smoker Yes No
Animals? _____ Number _____ Type _____
Car Make _____ Year _____ Model _____ Color _____ License No. _____

EMPLOYMENT INFORMATION (If employed less than two years, please give same information on prior occupation)

Present Occupation _____ Bus. Phone _____
Employer or d.b.a. _____ Supervisor _____
Business Address _____ From _____ To _____
Type of Business _____ Monthly Gross Income _____
Prior Occupation _____ Bus. Phone _____
Employer or d.b.a. _____ Supervisor _____
Business Address _____ From _____ To _____
Type of Business _____ Monthly Gross Income _____
Other Sources of Income _____ Amount _____

CREDIT REFERENCES

Bank _____ Checking Savings Acct. No. _____
Address _____ Phone _____
Credit Reference _____ Acct. No. _____
Address _____ Phone _____
Purpose of Credit _____ Acct. Opened _____ Closed _____

PERSONAL REFERENCES

Name _____ Phone _____
Address _____ Length of acquaintance _____
Nearest Relative _____ Phone _____
Address _____ Relationship _____

Have you ever filed a petition of bankruptcy? _____ Have you ever been evicted from any tenancy or had an eviction notice served on you? _____ Have you ever willfully and intentionally refused to pay any rent when due? _____ Have you ever been convicted of a misdemeanor or felony other than a traffic or parking violation? _____ Are you a current illegal abuser or addict of a controlled substance? _____ Have you ever been convicted of the illegal manufacture or distribution of a controlled substance? _____ If yes to any of the above, please indicate date of occurrence: _____

I DECLARE THAT THE FOREGOING IS TRUE AND CORRECT, AUTHORIZE ITS VERIFICATION AND THE OBTAINING OF A CREDIT REPORT. Permission is granted to all employers, banks, rental providers, credit providers and other agencies to provide personal information concerning wages and income, employment, rental, bill paying histories, and any other information pertinent to the granting of credit or approval of this rental application to the Owner and/or Property Manager. I agree to pay to the Landlord a non-refundable screening fee of \$_____ (not to exceed \$30.00 as adjusted by any increase in the CPI from January 1, 1998). I understand that I am entitled to a copy of any consumer credit report obtained by the Landlord. I further agree that the Landlord may terminate any agreement entered into in reliance on any misrepresentation made above.

Applicant Signature _____ Phone _____ Date _____

Owner/Mgmt. Co. Signature _____ Phone _____ Date _____

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APPLICATION TO RENT OR LEASE

Unit No. _____

Please use separate sheet for each applicant.

Occupancy Date _____

PERSONAL INFORMATION

Name _____ S.S. Number _____ Drivers License No. _____
Present Address _____ From _____
City/State/Zip _____ Email _____
Landlord/Agent _____ Phone _____
Previous Address _____ From _____ To _____
City/State/Zip _____ Phone _____
Landlord/Agent _____ Phone _____
Other Occupants? _____ Number _____ Relationship _____ Smoker Yes No
Animals? _____ Number _____ Type _____
Car Make _____ Year _____ Model _____ Color _____ License No. _____

EMPLOYMENT INFORMATION (if employed less than two years, please give same information on prior occupation)

Present Occupation _____ Bus. Phone _____
Employer or d.b.a. _____ Supervisor _____
Business Address _____ From _____ To _____
Type of Business _____ Monthly Gross Income _____
Prior Occupation _____ Bus. Phone _____
Employer or d.b.a. _____ Supervisor _____
Business Address _____ From _____ To _____
Type of Business _____ Monthly Gross Income _____
Other Sources of Income _____ Amount _____

CREDIT REFERENCES

Bank _____ Checking Savings Acct. No. _____
Address _____ Phone _____
Credit Reference _____ Acct. No. _____
Address _____ Phone _____
Purpose of Credit _____ Acct. Opened _____ Closed _____

PERSONAL REFERENCES

Name _____ Phone _____
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