

**APPLICATION INFORMATION**

NAME	PROPERTY APPLYING FOR
DESIRED MOVE IN DATE	DESIRED LEASE TERM

**AGENT INFORMATION**

NAME	COMPANY
PHONE NUMBER	EMAIL

**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 way they live. We welcome all applicants and we support equal housing opportunities for everybody.

**Requirements for Qualification:**

- \*Minimum credit score of 580
- \*Income must be at least three times the monthly rental amount
- \*Felonies, evictions, and/or judgments will not be accepted \*Bankruptcies must be discharged - No exceptions
- \*Must physically view the property or have authorized agent view and approve on your behalf *(If you have extenuating circumstances we will be glad to consider them)*

**Incomplete applications will not be accepted. See checklist below to ensure that your application is complete. Please check each box.**

*All copies made will be \$0.50 per page*

1. Application fee of \$40.00 PER PERSON 18 and Older (Cashier's check or Money Order ONLY) payable to: TCT West Property Management Services, LLC
2. Copy of each applicant most current paycheck stubs for one month as proof of income
3. Copy of each applicant's driver's license
4. Copy of each applicant's social security card (current passport or birth certificate are acceptable if social security card is not available)
5. If you are self-employed, we will need a copy of the last two years tax returns  
NO EXCEPTIONS
6. A valid telephone number, fax number, and/or email address for current and previous landlord(s) - MANDATORY
7. Pets are subject to owner approval at time of application. Some properties have a "no pet" policy at the owner's request, so please inquire before applying for a property. Additional deposit of \$300 per pet and an additional \$20 per month per pet will be required if pets are approved.
8. Photo of pets (if applicable)

**When your application is approved (initial each item below) :**

- Sign lease within 48 hours of approval
- Security deposit equal to one month's rent due at lease signing (certified funds only)
- Schedule any applicable utilities (electric, water, trash, and gas) for the start of the lease.
- Please be advised that you will need to apply for gas service (if home uses gas) at least five days in advance to ensure connection upon move in.
- You are strongly encouraged to obtain renters insurance. The owner's policy does not cover your personal belongings.

### Application for Occupancy

*\*This application must be filled out completely or it will not be accepted\* (Each person 18 years or older must complete an application)*

#### Applicant Personal Information

FIRST NAME	MI	LAST NAME
<input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED		_____ (DATE OF DIVORCE DECREE):
EMAIL ADDRESS	TELEPHONE	
SOCIAL SECURITY NUMBER	DATE OF BIRTH	
DRIVERS LICENSE/GOVERNMENT ISSUED ID NUMBER	STATE	EXPIRATION DATE
DESIRED DATE OF OCCUPANCY	DESIRED LENGTH OF LEASE	

#### Residence History (Minimum of three year required)

\$ _____	_____	_____	_____ Own	_____ Rent
CURRENT RENT/MORTGAGE PAYMENT	MOVE IN DATE	MOVE OUT DATE		
CURRENT ADDRESS	CITY	STATE	ZIP	
LANDLORD NAME	LANDLORD PHONE	LANDLORD FAX OR EMAIL	MANDATORY*****	
\$ _____	_____	_____	_____ Own	_____ Rent
PREVIOUS RENT/MORTGAGE PAYMENT	MOVE IN DATE	MOVE OUT DATE		
PREVIOUS ADDRESS	CITY	STATE	ZIP	
LANDLORD NAME	LANDLORD PHONE	LANDLORD FAX OR EMAIL	MANDATORY*****	
\$ _____	_____	_____	_____ Own	_____ Rent
PAST RENT/MORTGAGE PAYMENT	MOVE IN DATE	MOVE OUT DATE		
PAST ADDRESS	CITY	STATE	ZIP	
LANDLORD NAME	LANDLORD PHONE	LANDLORD FAX OR EMAIL	MANDATORY*****	

#### Employment (Minimum one year verified employment required)

CURRENT EMPLOYER	SUPERVISOR NAME	TELEPHONE
ADDRESS	CITY	STATE      ZIP
START DATE	END DATE	POSITION
		\$ _____
		GROSS MONTHLY INCOME
		_____ SELF EMPLOYED

**If you have been with your current employer less than one year, please complete the following:**

PREVIOUS EMPLOYER	SUPERVISOR NAME	TELEPHONE
ADDRESS	CITY	STATE      ZIP
START DATE	END DATE	POSITION
		\$ _____
		GROSS MONTHLY INCOME
		_____ SELF EMPLOYED

#### Other Income (Must attach proof of other income)

\$ \_\_\_\_\_

OTHER INCOME (I.E. CHILD SUPPORT, RETIREMENT, ALIMONY, DISABILITY, ECT...)

TCT West Property Management Services, LLC

Rental Application Continued

Banking Information

BANK BRANCH TELEPHONE
ACCOUNT NUMBER (CHECKING) ACCOUNTING NUMBER (SAVINGS)

Dependents/Additional Occupants

Number of people who will occupy residence:
List occupants and their birthdates - CREDIT AND CRIMINAL BACKGROUND CHECKS WILL BE RUN ON EACH PERSON OVER 18

NAME RELATIONSHIP BIRTHDATE
NAME RELATIONSHIP BIRTHDATE
NAME RELATIONSHIP BIRTHDATE
NAME RELATIONSHIP BIRTHDATE
NAME RELATIONSHIP BIRTHDATE

Person(s) to notify in case of EMERGENCY and that you authorize to enter and take possession of your personal property in the event of death, pursuant to A.R.S. 33-1314 (F), disability, or incarceration:

NAME PHONE EMAIL
ADDRESS CITY STATE ZIP

Pets/Service Animals (pets include, but not limited to all mammals including dogs, cats, horses, rodents, reptiles, birds, fish and insects.)

Will you have pets? Yes No (assistive and service animals are not considered "pets")
Description of pets (recent photo required and proof of vaccination):

BREED AGE GENDER WEIGHT NEUTERED DATE OF LAST VACCINATION
BREED AGE GENDER WEIGHT NEUTERED DATE OF LAST VACCINATION
BREED AGE GENDER WEIGHT NEUTERED DATE OF LAST VACCINATION
Will you have an assistive or service animal? Yes No (accommodation request required with application)

Vehicle Information (\*\*\*\*REQUIRED BY ALL HOA'S\*\*\*\*)

Total number of vehicles (including company vehicles):
MAKE MODEL YEAR COLOR LIC PLATE #
MAKE MODEL YEAR COLOR LIC PLATE #
MAKE MODEL YEAR COLOR LIC PLATE #

Description of any other vehicles (boat, trailer, truck, recreational vehicle, etc) you would like to keep on the property:

(Prior written permission separate from this application must be obtained from management)

Credit and Background History (answer all questions for yourself and for anyone who will occupy this residence)

Have you ever been evicted? Yes No
Has a notice of eviction ever been filed against you? Yes No If Yes, when:
Have you ever declared bankruptcy? Yes No If Yes, when: Discharge Date:
Have you had two or more late rental payments in the past year? Yes No
Have you ever willfully or intentionally refused to pay rent when due? Yes No
Do you currently owe any monies to an apartment community or landlord? Yes No
Do you use illegal drugs? Yes No
Have you ever engaged in the distribution or sale of illegal drugs? Yes No
Have you ever been convicted, arrested, or charged with any other crime? Yes No
Do you have any outstanding warrants or anticipate any warrants for arrest? Yes No
Please give detailed explanation(s), date(s), and names for any questions answered "Yes" above:

**TCT West Property Management Services, LLC**

**Rental Application Continued**

**Personal References (Mandatory)**

NAME	RELATIONSHIP	PHONE	
ADDRESS	CITY	STATE	ZIP
NAME	RELATIONSHIP	PHONE	
ADDRESS	CITY	STATE	ZIP
NAME	RELATIONSHIP	PHONE	
ADDRESS	CITY	STATE	ZIP

**Rental Application Continued**

**Additional Information**

Have you or anyone in your household had, or do you presently have, bed bugs or other pest issues? \_\_\_Yes \_\_\_No

*If yes, please explain:* \_\_\_\_\_

**Please read carefully**

Applicant represents that all of the above statements are true and complete, and hereby authorized verifications of above information references and credit records. Applicant acknowledges that false information contained herein constitutes grounds for rejection of this application if discovered before move in. Applicant acknowledges that management may not be able to complete comprehensive action of the Agreement before move in. Management reserves the right to verify application information after move in and may convert the proposed Rental Agreement to a month to month term if misleading information is contained in this application. This application is preliminary only and does not obligate the owner or representative to execute a lease or deliver possession of the proposed premises. By signing below, I acknowledge and accept the qualifying criteria and policies of the Owner/Broker/Property Manager by which my application will be approved.

**This application must be completed and signed by every applicant.**

\_\_\_\_\_ I have personally viewed and accept the unit (*initial*)

APPLICANT SIGNATURE

DATE