

Contact Phone # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 Property Address : \_\_\_\_\_ City \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_ (mm/dd/yyyy)  
 Lease To Begin On \_\_\_ / \_\_\_ / \_\_\_ (mm/dd/yyyy) And Last For \_\_\_\_\_ Months  
 Referral Agent : \_\_\_\_\_ Referral Agent's Phone # \_\_\_\_\_

**Please complete the application in its entirety. PLACE N/A WHEN NEEDED.**  
**ALL APPLICANTS OVER 18 YEARS OR OLDER MUST SUBMIT A SEPARATE APPLICATION**

**Tell Us About Yourself and Your Spouse (use additional sheets if necessary)**

APPLICANT'S FIRST NAME		MIDDLE NAME		LAST NAME	
SOCIAL SECURITY # OR INDIVIDUAL TAXPAYER ID #		DRIVERS LICENSE OR OTHER GOVERNMENT ISSUED PHOTO ID #		TYPE OF ID	STATE OR GOVERNMENT THAT ISSUED THE ID
DATE OF BIRTH		OTHER NAMES USED IN LAST 10 YEARS		EMAIL ADDRESS	
MOBILE TELEPHONE #		WORK TELEPHONE #		HOME TELEPHONE #	<input type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED <input type="checkbox"/> SINGLE
SPOUSE'S FIRST NAME		MIDDLE NAME		LAST NAME	
SOCIAL SECURITY # OR INDIVIDUAL TAXPAYER ID #		DRIVERS LICENSE OR OTHER GOVERNMENT ISSUED PHOTO ID #		TYPE OF ID	STATE OR GOVERNMENT THAT ISSUED THE ID
DATE OF BIRTH		OTHER NAMES USED IN LAST 10 YEARS		EMAIL ADDRESS	
MOBILE TELEPHONE #		WORK TELEPHONE #		HOME TELEPHONE #	

PRESENT ADDRESS IS (Check one):  
 OWNED HOME  
  RENTED HOME  
  RENTED APARTMENT  
  PARENTS' HOME  
  STUDENT HOUSING  
  OTHER:

IF RENTING or OWNED: PRESENT LANDLORD / APARTMENT COMMUNITY / MORTGAGE COMPANY FROM: TO:  
 ADDRESS OF PRESENT LANDLORD / APARTMENT COMMUNITY / MORTGAGE COMPANY

CITY		STATE	ZIP	TELEPHONE #	
HOW LONG?		MONTHLY PAYMENT	ANTICIPATED MOVE-OUT DATE:	REASON FOR LEAVING:	

LIST ALL OTHER OCCUPANTS, TO OCCUPY THE PREMISES, INCLUDING AGES ( IF 18 YEARS OR OLDER, MUST FILL OUT APPLICATION AS AN APPLICANT )

NAME	AGES	NAME	AGES	NAME	AGES	NAME	AGES

**Employment**

APPLICANT'S PRESENT EMPLOYER (COMPANY NAME)		HOW LONG?		MONTHLY GROSS INCOME	
ADDRESS		CITY		STATE	ZIP
JOB TITLE		SUPERVISOR'S NAME		SUPERVISOR'S TELEPHONE #	
OTHER SOURCE(S) OF INCOME		WHEN RECEIVED		AMOUNT	MONTHLY INCOME FROM OTHER SOURCES
APPLICANT'S FORMER EMPLOYER (IF LESS THAN TWO YEARS AT CURRENT JOB)		HOW LONG?			
ADDRESS		CITY		STATE	ZIP
JOB TITLE		SUPERVISOR'S NAME		SUPERVISOR'S TELEPHONE #	
SPOUSE'S EMPLOYER (COMPANY NAME)		HOW LONG?		MONTHLY GROSS INCOME	
ADDRESS		CITY		STATE	ZIP
JOB TITLE		SUPERVISOR'S NAME		SUPERVISOR'S TELEPHONE #	
OTHER SOURCE(S) OF INCOME		WHEN RECEIVED		AMOUNT	MONTHLY INCOME FROM OTHER SOURCES
SPOUSE'S FORMER EMPLOYER (IF LESS THAN TWO YEARS AT CURRENT JOB)		HOW LONG?			
ADDRESS		CITY		STATE	ZIP
JOB TITLE		SUPERVISOR'S NAME		SUPERVISOR'S TELEPHONE #	

**Pets** (animals require our consent)       **No Pets**

TYPE	BREED	WEIGHT	NAME	LICENSE/TAG #
1.				
2.				

**Motor Vehicles** (including cars, trucks, boats, motorcycles - if permitted at property):

MAKE/MODEL	YEAR	COLOR	LICENSE PLATE #	STATE
1.				
2.				
3.				

**Person to Notify in Case of Emergency, Death or Incapacity\*** (cannot be someone who intends to reside in the premises)

NAME	RELATIONSHIP	HOME TELEPHONE #	WORK TELEPHONE #	MOBILE TELEPHONE #
ADDRESS		CITY	STATE	ZIP

Will you or any of your occupants require special assistance in case of an emergency, including evacuation of the building or community?  Yes  No  
If so, identify the person and the type of special assistance required:

**Criminal Background Information**

Do you or do any of your occupants have charges pending against you or against them for any criminal offense(s)?      Applicant  Yes  No      Occupants  Yes  No

Have you or have any of your occupants ever been convicted of, or pleaded guilty or no contest to, any criminal offense(s) or had any criminal offense(s) disposed of other than by acquittal or a finding of "not guilty"?      Applicant  Yes  No      Occupants  Yes  No

Have you or do any of your occupants ever filed a petition for bankruptcy?      Applicant  Yes  No      Occupants  Yes  No

If so, What was the discharge date: \_\_\_\_\_ Why? \_\_\_\_\_

Have you or do any of your occupants ever been evicted from a tenancy?      Applicant  Yes  No      Occupants  Yes  No

If so when? \_\_\_\_\_ Why? \_\_\_\_\_

Any litigation, such as: suits, judgments, foreclosures, etc.?      Applicant  Yes  No      Occupants  Yes  No

If "Yes" to any of the above questions, give details and dates: \_\_\_\_\_

Would you expect a credit report to disclose credit difficulties?      Applicant  Yes  No      Occupants  Yes  No

If so, please explain \_\_\_\_\_

**Rental Verification Authorization**

Name of Applicants \_\_\_\_\_ I hereby authorize release of the information requested below for my Address of current or previous home:

STREET	CITY	STATE	ZIP
Applicant's Signature		Spouse's Signature	Date

**Comments & Requests**

Please tell us any other information about yourself that might help us evaluate your application:

**AUTHORIZATION**

I/We declare that the foregoing information is true and correct and I/we authorize RE/MAX Infinity Property Management to verify its accuracy and obtain a consumer credit report and acknowledge:

- The execution of a lease agreement is conditioned on approval of the applicant's employment, credit, banking references and past rental history by RE/MAX Infinity Property Management and the property owners.
- I/we have received a copy of this agreement.
- The terms and conditions of the "Leasing Application Policies" document are hereby incorporated into this application.
- The preparation and execution of this application does not create a tenancy between applicant and management nor any interest by applicant in the rental unit. Applicant accepts the rental unit in its current condition and no promises by landlord except those in writing shall be enforceable. Credit Process Could Take 1 - 3 days depending on your credit.

Applicant's Signature \_\_\_\_\_ Spouse's Signature \_\_\_\_\_ Date \_\_\_\_\_

RE/MAX InFINITY Property Management welcomes all applicants and supports Fair Housing. We do not refuse to lease any property nor do we discriminate against a person because of sex, marital status, race, creed, religion, age, familial status, physical or mental handicap, color or national origin.

## LEASING APPLICATION AND POLICIES

In order to be considered for a property for lease, you must complete and sign our Lease Application and submit it to our office or to a leasing agent with this document (fully signed), an enlarged legible copy of your Driver's License or other picture ID, Proof of Income (ie. Pay Stubs, Bank Statements) and a **\$40.00 per person** . NON Refundable Application Fee, payable in certified funds to : The Phoenix Area PM

**No application will be processed without these items.**

- Application       Enlarged legible copy of Driver's License       Proof of Income       Application Fee

**Refund Policy:** If your application is approved, you must remit the entire security deposit in certified funds payable to RE/MAX InFINITY, and sign our lease agreement within 48 hours. The security deposit becomes NON-REFUNDABLE if applicant fails to take occupancy on the specified date or changes their decision on occupancy for any reason.

You must meet RE/MAX InFINITY Property Management approval of the following in order for your application to be considered. All occupants over the age of eighteen (18) must complete an application and submit an application fee. All adult occupants will be signers on the lease. There are no exceptions to this.

- A. Income :** You must have verifiable income in the amount of three times the monthly rent for a minimum of one year. Married couples and related residents over the age of 18 may combine income. Unrelated applicants must submit separate applications and each qualify on their own.
- B. Credit :** Credit will be checked through AAA PROCESS. Credit references will be contacted. Previous evictions, unpaid judgments and unpaid rents will not be accepted.
- C. Rental History :** Current and previous Landlords/Mortgage Holders will be contacted.
- D. Occupancy :** The number of occupants may not exceed two (2) persons per bedroom plus one additional person.
- E. Pets:** Not all property owners will accept pets. Please contact our office for pet requirements on specific properties. Minimum pet deposit is \$250.00 pet deposit of which \$125.00 is REFUNDABLE. Not applicable to service animals.

we do not take a property off the market until the application has been approved, security deposit received and the lease signed. Every attempt will be made to process your application within 48 hours of receipt excluding holidays and weekends. Applicant understands that occupancy is limited to only those names on this application and occupancy is contingent upon approval of this application by the owner or his agent.

Applicant understands that the information herein is submitted as representation for the procurement of occupancy and recognized that if any information is discovered to be false, the application can be rejected, the lease can be voided and deposits forfeited, and all at the owner's option. Applicant authorizes verification of all information on this application, including credit checks, employment verifications and rental history reports by the management of the rental unit.

If the property you are applying for is located within a Homeowner's Association, you will be expected to abide by the CC&R's and Rules and Regulations of said Association.

You will be required to pay all deposits, fees and the first month's rent **IN FULL**, in certified funds on or before your move in date.

### The Applicant acknowledges that he/she has read, understands and agrees to the above policies and that:

Within 48 hours of notification of my approval, I must:

1. Execute RE/MAX InFINITY Property Management's Lease Agreement and associated addendums (copies are available for me to pick up and review at the Propriety Management office at any time) and
2. Pay any and all additional security deposits in certified funds.

I further understand that I must provide **my own renter's insurance** covering my personal belongings.

I further understand that RE/MAX InFINITY Property Management and their employees are exclusive agents of, and represent, the Property Owner; and that the lease will be between the applicants and Property Management as Agent for the Owner.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_ Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Received by RE/MAX InFINITY Propriety Management: \_\_\_\_\_ Application Fee Received: \$ \_\_\_\_\_  
Name Date Time