



## RENTAL APPLICATION

*Application will not be processed unless completed in full / Prices are subject to change without notice*

Rental Address: \_\_\_\_\_

Desired Move in Date: \_\_\_\_\_ Date of Application: \_\_\_\_\_

TENANT INFORMATION Phone #: \_\_\_\_\_ Email \_\_\_\_\_

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_ Please circle if applies: Jr, Sr, I, II

Social Security #: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Drivers License #: \_\_\_\_\_ State: \_\_\_\_\_

**CURRENT Address:** \_\_\_\_\_ Apt #: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Landlord/Apartment Complex: \_\_\_\_\_

Landlord Phone #: \_\_\_\_\_ Rent Amount: \_\_\_\_\_ Residency Dates From: \_\_\_\_\_ to \_\_\_\_\_

**PREVIOUS Address:** \_\_\_\_\_ Apt #: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Landlord/Apartment Complex: \_\_\_\_\_

Landlord Phone #: \_\_\_\_\_ Rent Amount: \_\_\_\_\_ Residency Dates From: \_\_\_\_\_ to \_\_\_\_\_

**CURRENT EMPLOYER:** \_\_\_\_\_ Phone #: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Position \_\_\_\_\_

Monthly Income: \_\_\_\_\_ Employed From: \_\_\_\_\_ to \_\_\_\_\_

**CO-APPLICANT/SPOUSE** Phone #: \_\_\_\_\_ Email \_\_\_\_\_

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_ Please circle if applies: Jr, Sr, I, II

Social Security #: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Drivers License #: \_\_\_\_\_ State: \_\_\_\_\_

**CURRENT Address:** \_\_\_\_\_ Apt #: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Landlord/Apartment Complex: \_\_\_\_\_

Landlord Phone #: \_\_\_\_\_ Rent Amount: \_\_\_\_\_ Residency Dates From: \_\_\_\_\_ to \_\_\_\_\_

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Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Position \_\_\_\_\_

Monthly Income: \_\_\_\_\_ Employed From: \_\_\_\_\_ to \_\_\_\_\_

List **ALL** individuals that will be occupying the residence:

NAME	RELATIONSHIP	D.O.B.
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you or the co-applicant broken a rental agreement?... Yes / No Have you or the co-applicant been evicted?... Yes / No

Have you been convicted of a drug related crime?... Yes / No Have you been convicted of a felony?... Yes / No

Will there be any pets at the residence?... Yes / No

<u>NAME</u> (pet)	<u>TYPE</u>	<u>WEIGHT</u>	<u>LICENSE NUMBER</u>	<u>COLOR</u>
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<u>MAKE</u>	<u>MODEL</u>	<u>YEAR</u>	<u>COLOR</u>	<u>STATE</u>	<u>LICENSE #</u>
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In case of emergency notify:

Name	Address	Relationship	Phone #
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**PLEASE READ CAREFULLY:**

This application must be signed by applicants before consideration by landlord. Acceptance of applicant, application, and monies deposited herewith, is not binding upon landlord until approval by landlord. If landlord or agent rejects the application all deposit monies will be refunded less non-refundable application fee of \$50.00. Under no condition will the application fee be returned. If applicant should withdraw after 72 hours of placing a deposit, a minimum of \$100.00 will be retained by landlord. Properties will be held for a maximum of 10 days when a holding deposit is accepted.

I the undersigned, do hereby authorize R·A·N Realty & Property Management to investigate the information supplied by me on the rental application concerning my income, mode of living, credit and character for the purpose of verifying and qualifying my application for rental. Any information that is found to be purposely misrepresented will result in the denial of this application.

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

DATE: \_\_\_\_\_

\_\_\_\_\_  
Co-Applicant's Signature

DATE: \_\_\_\_\_

***Note: All move-in money must be in Cashier's Check or Money Order – this includes: rent, tax, deposits, administration fee and application fee. Make checks payable to: R·A·N Realty & Property Management.***

R·A·N Realty & Property Management, 3707 E. Southern Ave # 1083, Mesa, AZ 85206 / (480)844-0600, fax (480) 844-9746

## INSTRUCTIONS FOR TURNING IN APPLICATION

1. \$50 Cashiers Check or Money Order per applicant.
2. Clear Copy of your driver's license.
3. Copy of Social Security Card.
3. Rental Application filled out completely.
4. Bring to R·A·N Realty & Property Management, 3707 E. Southern Ave # 1083 Mesa, AZ 85206, Southeast Corner Val Vista and Southern in Regus building
5. When you have turned in your application call 480-844-0600, fax 480-844-9746
6. If you receive notification of acceptance you must make arrangements within 24hrs to bring in your security deposit.

**Acceptance:** If you received notification of acceptance you must: 1. Within 24 hours, bring your security deposit in cashier's check or money order to our office so the property can be taken off the market. 2. Call or email our office to make arrangement to sign the lease. 3. Make arrangement to have utilities put in your name in order to have electric, gas, water, sewer, etc, when you move in.

## RENTAL CRITERIA

1. Credit Check
  - A. Judgments from apartment communities or property management companies are grounds for automatic denial of application.
  - B. If credit report contains a bankruptcy it must be satisfied at time of application.
  - C. Too much negative credit is grounds for denial of application.
2. Rental History
  - A. 12 Month's Rental history (Verifiable through an apartment community or a property Management company.)
  - B. No more than One (1) NSF check. (All applicable late charges and fees must have been paid.)
  - C. No more than Two (2) late rental Payments. (All applicable late charges and fees must have been paid.
  - D. A 30-Day Notice to Vacate must have been given, if required by previous landlord.
  - E. No legal notices served (Ten-day Notice for non compliance or Five-day Notice for Health and Safety.)
3. Employment
  - A. Must be currently employed or provide another source of income.
  - B. Must have verifiable income (gross) equal to at least three (3) times the monthly rent, applicable to the size and lease terms for which you are applying.
4. Criminal Background Check
  - A. Applicants with felony backgrounds may be subject to denial of application.
5. Honesty
  - A. Any false or misleading information on application or spoken to agent is grounds for Automatic denial of application.



3707 E. Southern Ave Ste 1083  
Mesa, AZ 85206  
Office: 480-844-0600  
Fax: 480-844-9746

## RESIDENCY VERIFICATION REQUEST

Date: \_\_\_\_\_

To: \_\_\_\_\_ Fax: \_\_\_\_\_

**We would appreciate your assistance with providing a rental verification on the  
following**

NAME: \_\_\_\_\_

ADDRESS \_\_\_\_\_ UNIT # \_\_\_\_\_

DATES OF RESIDENCY \_\_\_\_\_ TO \_\_\_\_\_

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Rental amount: \$ \_\_\_\_\_ monthly

Paid on time? Yes \_\_\_\_\_ No \_\_\_\_\_

If no, # of times late and/or NSF payments \_\_\_\_\_

Complaints or Problems? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain \_\_\_\_\_

Cleaning/Damage charges? Yes \_\_\_\_\_ No \_\_\_\_\_

Amount owed (if any) \$ \_\_\_\_\_

Paid Yes \_\_\_\_\_ No \_\_\_\_\_

Fulfilled Lease? Yes \_\_\_\_\_ No \_\_\_\_\_

Any legal notices? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain \_\_\_\_\_

Would you re-rent? Yes \_\_\_\_\_ No \_\_\_\_\_

**FROM: \_\_\_\_\_ MARKETING/LEASING AGENT**

You declare that all your statements on this page of your application are true and complete. You authorize us to verify same. If you fail to answer any questions or give false information, we may reject this application, retain all fees and deposits as liquidated damages for our time and expense, plus terminate your right to occupancy. False information is a serious criminal offense. Any lawsuits relating to this application or lease contract the prevailing party may recover all attorney and litigation costs from the losing party. We may at any time furnish information to consumer reporting or rental housing owners regarding the compliance of the lease contract, rules and obligations.



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## EMPLOYMENT VERIFICATION

TO:

FROM:

FAX NUMBER:

PHONE NUMBER:

DATE:

TIME:

THIS IS TO VERIFY EMPLOYMENT FOR:

**TO BE FILLED OUR BY EMPLOYER**-THANK YOU FOR YOUR COOPERATION:

PLACE OF EMPLOYMENT: \_\_\_\_\_

POSITION: \_\_\_\_\_ LENGTH OF EMPLOYMENT: \_\_\_\_\_

WAGES: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

PERSON VERIFYING INFORMATION: \_\_\_\_\_

POSITION: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

\*\*\*\*\*

SIGNATURE OF EMPLOYEE      SOCIAL SECURITY NUMBER      DATE



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Mesa, AZ 85206  
Office: 480-844-0600  
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TO:

FROM:

FAX NUMBER:

PHONE NUMBER:

DATE:

TIME:

THIS IS TO VERIFY EMPLOYMENT ON:

THANK YOU FOR YOUR COOPERATION:

PLACE OF EMPLOYMENT: \_\_\_\_\_

POSITION: \_\_\_\_\_ LENGTH OF EMPLOYMENT: \_\_\_\_\_

WAGES: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PERSON VERIFYING INFORMATION: \_\_\_\_\_

POSITION: \_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF EMPLOYEE      SOCIAL SECURITY NUMBER      DATE