

# JACKSON CLAIRE LLC. RENTAL POLICY

Welcome to our community. We require the following for approval to reside at one of our managed properties.

## **Income:**

Applicant(s) and/or Spouse (hereafter referred to as **Applicant**) combined income must be three (3) times the monthly rental amount. Income amounts must be verified in writing, applicant may provide recent pay stub(s). If applicant is self-employed, then the most recent tax returns, most recent checking account statements showing income deposits or statements from a CPA must be provided.

## **Supplemental Income:**

All supplemental income (Social Security, Pension, Child/Alimony) must be verified in writing. All verifiable bank accounts and investment accounts are assumed to earn 1% per month.

## **Rental History:**

Applicant must have (24) or more months verifiable rental/mortgage history during the past three (3) years with a maximum of (2) late payments/NSF during the past (12) months.

Applicant must have no lease violations requiring legal notice.

Applicant must not receive a "NO" answer to question "Would you re-rent?"

If Applicant has rented from a private landlord the past twelve (12) months, then applicant must provide most recent canceled checks or money order receipts of rental payments made to a private landlord.

## **Credit History:**

Applicant must have a satisfactory credit rating of report obtained from major credit bureau with a beacon score of 600 or better.

In addition to above criteria, applicant must meet below criteria or applicant will be denied.

## **Criminal History:**

Applicant must not have a felony record that was adjudicated guilty or had adjudication withheld for the past seven (7) years, or any conviction of any length of time for any drug related, sexual related, murder related or arson related crime.

## **Eviction/Broken lease:**

Applicant must not have been evicted or moved out without notice from any residence within the past five (5) years.

## **\*\* Please submit a copy of your Driver's License**

## **Costs Due:**

- \$0.00 Application Fee/Lease Preparation for 1<sup>st</sup> adult applicant [payable w/application]
- \$0.00 Application Fee per each additional adult tenant [payable w/application]
- First Month's Rent [payable with application – see Disclosure – Rental Deposit Agreement]
- Security Deposit (a minimum of 120% of monthly rent paid by certified funds) [payable prior to move in]
- \$250.00 Pet Fee per pet (if applicable)

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

# RENTAL APPLICATION JACKSON CLAIRE LLC.

- \$0.00 Application Fee/Lease Preparation for 1<sup>st</sup> adult applicant and is non-refundable.
- \$0.00 Application Fee per each additional adult tenant. ALL ADULTS MUST COMPLETE AN APPLICATION.
- \$\$\$\$ Rent Deposit – 1<sup>st</sup> Month's rent will remove property from the market – see Disclosure.
- If move-in date is less than 10 days, all deposits must be paid with certified funds.
- Any false information will constitute grounds for rejection of application.
- Property is accepted in its AS IS condition before acceptance of application.
- Pet application fee is \$250 per pet and is non-refundable (complete pet application).
- We are not able to accept the following breeds: *German Shepherds, Dobermans, Pit Bull, Chows, or Rottweiler or a mix of listed breeds.*
- Your credit history, criminal history, and an eviction search will be checked.
- All our properties are strictly NON-SMOKING properties.
- Due to city ordinance, maximum of three non-related adults per rental.

PROPERTY ADDRESS: \_\_\_\_\_ DESIRED MOVE-IN DATE: \_\_\_\_\_

## PERSONAL INFORMATION

NAME OF APPLICANT: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_  
 SOCIAL SECURITY#: \_\_\_\_\_ DRIVER'S LIC NO: \_\_\_\_\_ STATE: \_\_\_\_\_  
 PHONES: HOME: \_\_\_\_\_ CELL: \_\_\_\_\_ WORK: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_  
 PRESENT ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 LANDLORD: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_ RENT \$ \_\_\_\_\_  
*Mark "own" if you are the property owner. (or mortgage)*

PRIOR ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 LANDLORD: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_ RENT \$ \_\_\_\_\_  
 EMPLOYER: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
 HOW LONG? \_\_\_\_\_ POSITION: \_\_\_\_\_ SALARY: \_\_\_\_\_  
 OTHER INCOME (child support, alimony, pensions, disability, financial assets) Explain: \_\_\_\_\_  
 \_\_\_\_\_

### VEHICLES

Make/Model _____ / _____	Year _____	Color _____	Tag# _____	State _____
Make/Model _____ / _____	Year _____	Color _____	Tag# _____	State _____

### OTHER OCCUPANTS

Name/Relationship: \_\_\_\_\_ Age: \_\_\_\_\_  
 Name/Relationship: \_\_\_\_\_ Age: \_\_\_\_\_  
 Name/Relationship: \_\_\_\_\_ Age: \_\_\_\_\_

### PETS

Pets: \_\_\_\_\_ Type: \_\_\_\_\_  
 Breed: \_\_\_\_\_ Weight: \_\_\_\_\_

**OTHER INFORMATION**

Bank Name: \_\_\_\_\_ Bank Branch: \_\_\_\_\_

Reason for leaving present residence: \_\_\_\_\_

Have you ever been evicted or an eviction filed against you? \_\_\_\_\_

Have you or any occupants ever been arrested for, convicted of, put on probation for, or had adjudication withheld or deferred for a felony offense? \_\_\_\_Yes\_\_\_\_ No If yes, explain: \_\_\_\_\_

Filed bankruptcy? \_\_\_\_\_ If yes, when: \_\_\_\_\_

How were you referred to us? \_\_\_\_\_

Nearest relative name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**DISCLOSURE**

Radon Gas: Radon is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in this State. Additional information regarding radon and radon testing may be obtained from your County Public Health Unit.

Jackson Claire LLC is the listing and rental agent that represents the Owner in this transaction and the undersigned further certifies that this notice was received prior to entering into any lease agreement.

**RENTAL DEPOSIT AGREEMENT** – Applicant agrees to pay by certified funds a Rental Deposit in consideration for taking the dwelling off the market while the application is processed. If the applicant is approved by Landlord and/or Management and the lease is entered into the “RENTAL DEPOSIT” shall be applied toward the first month’s rent payment. If applicant is approved, but fails to enter into the lease within 3 days of verbal/or written approval and/or take possession after the lease signing, the FULL “RENTAL DEPOSIT” shall be forfeited to the Landlord or Management in addition to any penalties as provided in the lease if the lease has been signed by the applicant.

The undersigned applicant hereby consents to allow Jackson Claire LLC, itself or through its designated agents or employees, to obtain a consumer report and criminal record information on each of us and to obtain and verify each of our credit and employment information for the purpose of determining whether to lease an apartment or house to me. I also agree and understand that owner, its agents, and employees may obtain additional consumer reports on each of us in the future to update or review our account. Upon my request, owner will tell me whether consumer reports were requested and the names and addresses of any consumer-reporting agency that provided such reports.

Tenant will NOT be accepted on “a first-come, first-served basis” and that the terms of Jackson Claire LLC Agreement with Owner, Broker shall screen prospective tenants based on the applicant’s qualifications and the Owner’s needs.

I/We declare the foregoing information is true and correct.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

AGENT: \_\_\_\_\_ APPROVAL/DENIED

PER: OWNER/AGENT/MGR

PROPERTY ADDRESS: \_\_\_\_\_ SECURITY DEPOSIT: \_\_\_\_\_

DATE OF LEASE: \_\_\_\_\_ TERM OF LEASE: \_\_\_\_\_ RENT: \_\_\_\_\_ DEPOSIT: \_\_\_\_\_