

SUMMARY OF RENTAL STANDARDS

- Initial Lease Term:** 12 month minimum
- Renewal Lease Term:** 12 month minimum
- Security Deposit:** Dependent upon property, must be paid by Cashier's Check or Money Order only. Must be paid upon submission of application to remove property from the market.
- Application Fee:** **\$60 per applicant (certified funds).**
- Pet Guidelines:** \$350 nonrefundable pet fee per pet and \$15 per month pet rent for one pet or \$20 per month pet rent for two pets, damages are extra.
- Breed Restrictions:** American Bulldog, Pit Bulldogs, American Staffordshire Terrier, Rottweiler, Shar Pei, German Shepherds, Doberman Pincher, Chow Chow, Wolf Breeds, Akita, Mastiff, Great Dane, Presa Canario, Malamutes, or Puma Cats. **Two pet maximum. Must provide proof of current vaccinations.**
- Concessions:** Concessions may be offered on select unit types depending on The current market conditions. If lease terms are not completed, concessions must be reimbursed by resident.
- Occupancy:** All applicants must be 18 years of age and occupancy may not exceed the following and no more than three unrelated parties may occupy any home:
1 Bedroom 2 people
2 Bedroom 4 people
3 Bedroom 6 people
4 Bedroom 8 people
- Income:** Applicant's wages, less debt must be a least 3 times the monthly renewal rate. Roommates must meet 50% of 3 times the rent. Must have two years of employment in like industries and currently employed.
- Credit/ Resident History:** Applicants must have a minimum 600 credit rating, debit to income ratio of three times the rent, and two years of good rental/mortgage history. Any bankruptcies must be discharged.
- Delinquency Procedures:** Late fee (10% of basic rent) is due if payment is received after the 5th of the month. Legal procedures filed by the 11th of each month for non-payment of rent. No personal checks for delinquent payments or to redeem NSF Checks. An NSF fee of \$30.00 plus 10% late fee after the 5th. No personal checks accepted after 2nd NSF is submitted.



RESIDENTIAL RENTAL APPLICATION

DATE: _____

LEASING AGENT _____

RENT _____	DEP. _____	DEPOSIT: _____
MOVE-IN DATE: _____		APP. FEE: _____
UNIT REQUESTED: _____		TOTAL PD: _____
		MO or CASHIERS CK. _____

How did you learn about Associa Tennessee? Realtracs () Associa Website () Drive-By () Rentals.com () OTHER: _____

PERSONAL INFORMATION

APPLICANT'S NAME _____ SOCIAL SECURITY _____

Birthdate _____ Age _____ Married () Single () Divorced () Separated ()

Phone No _____ Email Address _____ @ _____

SPOUSES NAME _____ SOCIAL SECURITY _____

Birthdate _____ Age _____ MAIDEN NAME _____

Phone No _____ Email Address _____ @ _____

Children – Names & Ages

1. _____ AGE _____

2. _____ AGE _____

3. _____ AGE _____

OTHER OCCUPANT & Relation to Applicant: _____

HAS ANYONE LISTED ON THIS APPLICATION BEEN CONVICTED OF A FELONY? YES () NO ()

HAS ANYONE LISTED ON THIS APPLICATION EVER BEEN EVICTED? YES () NO ()

HAS ANYONE LISTED ON THIS APPLICATION FILED FOR BANKRUPCY? YES () NO ()

IF YES, WHAT IS THE CURRENT STATUS? ACTIVE () DISCHARGED () DISMISSED ()

RENTAL/MORTGAGE HISTORY

PRESENT ADDRESS _____ CITY _____ ST _____ ZIP _____

RENT () OWN ()

HOW LONG HAVE YOU RESIDED HERE _____ RENT/MORTGAGE AMT. \$ _____

APARTMENT/LANDLORD/MORTGAGE NAME _____ PHONE NO _____

TELEPHONE _____ HOW LONG _____ REASON MOVING _____

LANDLORD'S NAME _____ PHONE NO _____

DATES OF RESIDENCE-From _____ to _____ 30 DAY NOTICE GIVEN _____

FORMER ADDRESS _____ CITY _____ STATE _____ ZIP _____

RENT () OWN ()

HOW LONG HAVE YOU RESIDED HERE _____ RENT/MORTGAGE AMT. \$ _____

APARTMENT/LANDLORD/MORTGAGE NAME _____ PHONE NO _____

DATES OF RESIDENCE-From _____ to _____ 30 DAY NOTICE GIVEN _____

EMPLOYMENT HISTORY

APPLICANT'S EMPLOYER _____ SUPERVISOR _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE NO _____ POSITION _____ SALARY \$ _____ per _____ DATE STARTED _____

PREVIOUS EMPLOYER _____ PHONE _____

DATES OF EMPLOYMENT-FROM _____ TO _____

SPOUSE'S EMPLOYER _____ SUPERVISOR _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE NO _____ POSITION _____ SALARY \$ _____ per _____ DATE
STARTED _____

PREVIOUS EMPLOYER _____ PHONE _____

DATES OF EMPLOYMENT-FROM _____ TO _____

FINANCIAL & BANK INFORMATION

NAME OF BANK _____ BRANCH _____ PHONE _____

CITY _____ STATE _____ CK () SAV () LOAN ()

NAME OF BANK _____ BRANCH _____ PHONE _____

CITY _____ STATE _____ CK () SAV () LOAN ()

CHARACTER REFERENCES

1. _____ ADDRESS _____ PHONE # _____

2. _____ ADDRESS _____ PHONE # _____

PETS:

BREED _____ WEIGHT _____ COLOR _____ AGE _____ NAME _____

BREED _____ WEIGHT _____ COLOR _____ AGE _____ NAME _____

VEHICLES

We do not allow vehicles without permission, vehicles not approved in writing may be towed away at owner's expense. One vehicle per listed driver.

1. MAKE _____ MODEL _____ YR _____ COLOR _____ LICENSE NO _____ STATE _____

2. MAKE _____ MODEL _____ YR _____ COLOR _____ LICENSE NO _____ STATE _____

DRIVER'S LICENSE NO'S - APPLICANTS _____ SPOUSE _____ STATE _____

DO YOU OWN ANY RECREATIONAL VEHICLES? BOAT () CAMPER/RV () OTHER _____

IN CASE OF ILLNESS, ACCIDENT OR EMERGENCY PLEASE NOTIFY:

NAME _____ RELATIONSHIP _____ PHONE _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

DOCTOR _____ HOSPITAL _____ PHONE _____

PLEASE READ THESE CONDITIONS BEFORE SIGNING THIS APPLICATION

Tenant hereby agrees not to engage in any criminal activity, including illegal drugs and illegal use of firearms.

A non-refundable processing charge is payable with this application. Applicant understands that the processing charge will not be refunded under any circumstances or applied to any monies due lessor. Processing charges are \$60.00 for Applicant/Spouse; \$60.00 for all other applicants and/or co-signers. Application fees are payable by money order, cashier's check, or certified funds only. Cash and personal checks are not accepted for application fees. In the event of more than one Resident, each Resident understands he/she is jointly and severally liable for each provision of this contract

A security deposit in the amount of _____ dollars (\$ _____) is payable at the time of the submission of this application in order to remove the residence from the "FOR RENT MARKET". Lessor is not obligated to hold the property off the market unless the security deposit is paid in full.

If applicant fails to fulfill these conditions, this application will be deemed to have been withdrawn and lessor or applicant will be under no further obligation, however, if applicant merely changes his/her mind about the unit after being approved, the deposit will be retained by lessor as liquidated damages. If applicant is not approved, the deposit only, (not the processing charge) will be refunded to applicant. For refunding purposes; all refunds will be made in the form of ASSOCIA TENNESSEE company check.

The deposit placed in the form of cashier's check or money order, will be refunded no sooner than three (3) working days.

If the applicants check is returned twice by his/her bank for insufficient funds, either for his/her rent and/or any other payments to Associa Tennessee applicant understands that Associa Tennessee may at its option require all future payments to be made in cashiers check or money order.

Applicant understands that the giving of false information or tendering a bad check may at lessors option breach and void any subsequent lease. Notice in writing may be mailed to resident at leased premises or delivered to resident in person. Lessor's failure to deliver possession of the premises at the time agreed upon, shall not subject lessor to damages in any amount whatsoever. Should applicant be approved to lease this subject property, then his/her rent must begin in not more than seven (7) days from the date of the notice of approval.

I understand that this application is a part of my lease agreement. Also that as a part of normal procedures for processing this application, an investigative consumer report may be obtained whereby information is secured through interviews with persons with whom I am acquainted. This report, if obtained, typically contains information as to my character, general reputation, personal characteristics and mode of living. I have the right to make a written request within a reasonable period of time for a complete and accurate disclosure of additional information concerning the nature and scope of this report. I understand that I may obtain this information by writing directly to the Nashville Credit Bureau, who will compile this report for a fee.

Applicant Signature _____ Date _____

Applicant Signature _____ Date _____

_____/_____
ASSOCIA TN – REPRESENTATIVE DATE



EMPLOYMENT VERIFICATION REQUEST

.....
(To Be Completed By Agent/Applicant)

EMPLOYEE NAME: _____

EMPLOYEE ADDRESS: _____

EMPLOYER NAME: _____

EMPLOYER PHONE: _____ EMPLOYER FAX: _____

EMPLOYER EMAIL: _____@_____

.....
(To Be Completed By Employer)

Company Name: _____

Dates of Employment: From _____ To _____

Position with Company: _____

Current Pay Rate: _____ Hours Per Week: _____

Completed By: _____

Signature

Title: _____ Date: _____

.....
I hereby authorize ASSOCIA TENNESSEE to obtain any employment information in connection with rental application made and further hold all parties harmless from any liability in the release of such information.

Applicant Signature: _____ Date: _____

PLEASE RETURN TO: _____, LEASING AGENT

AT: FAX NUMBER: 615-775-9028

F:BRONCOS/UPDATED2016 – ASSOCIA TN



RENTAL VERIFICATION REQUEST

(To Be Completed By Agent/Applicant)

APPLICANT NAME: _____

APPLICANT NAME: _____

APPLICANT ADDRESS: _____

LANDLORD NAME: _____

LANDLORD PHONE: _____ LANDLORD FAX: _____

LANDLORD EMAIL: _____ @ _____

(Office Use Only)

Monthly Rent Amount: _____ Lease From _____ To _____

Number of Tenants on Lease: _____ Number of Pets on Lease: _____

Number of Late Payments: _____ Number of NSF Payments: _____

Lease Terms Fulfilled: YES NO Liable for Next Months Rent: YES NO

Proper Notice Given: YES NO Asked to Vacate: YES NO

Eviction In Process: YES NO Would You Re-rent: YES NO

Any Complaints or Damages:

COMPLETED BY: _____ DATE: _____

Applicant hereby authorizes release of information for the purpose of processing an application information for rental history and verification.

APPLICANT SIGNATURE: _____ DATE: _____

APPLICANT SIGNATURE: _____ DATE: _____

PLEASE RETURN TO: _____ LEASING AGENT

At FAX # 615-775-9028