

85 & Sunny Property Management

2295 W. Eau Gallie Blvd, Ste. A
Melbourne, FL 32935
Phone 321.254.1353
Fax 321.254.1350



RENTAL APPLICATION PROCESS

⚡ IT'S HIGHLY RECOMMENDED TO REVIEW THE LEASE. DISCUSS ANY ISSUES WITH OUR PROPERTY MANAGER **BEFORE** PUTTING APPLICATION. YOU CAN REVIEW THE LEASE BY GOING TO www.85andSunnyPropertyManagement.com/tenant_services/page_1700382.html OR REQUESTING A COPY FROM THE PROPERTY MANAGER. **LEASE WILL NOT BE MODIFIED.**

⚡ Fill out the application in full. Leave no blank spaces. EACH ADULT OVER THE AGE OF 18 MUST COMPLETE A SEPARATE APPLICATION.

⚡ Credit, eviction, and background reports are obtained online by our property manager.

⚡ Current and previous landlords/employers are contacted for references.

⚡ Employment verification needs to be included with the application, i.e., last pay stub, tax statement, or bank statements. 2 yrs of tax returns & 3 months of bank statements are required for self-employed individuals.

⚡ Owners are contacted for final approval and all decisions relating to the property. Our company does not make the final decision.

⚡ Some Condo and Homeowner's associations require a separate application and application fee; if so, you must apply separately to those associations and pay their fees too.

⚡ Based on the results of the investigation, Owner reserves the right to require a co-signor and/or higher security deposit, additional advanced rents, and/or any other deposits to ensure payment and compliance.

⚡ **MONIES DUE WITH APPLICATION (NO PERSONAL CHECK OR CASH ACCEPTED):**

○ \$50.00 application fee for the FIRST APPLICANT to run credit and background/criminal history. **Must be paid in certified funds. This fee is NON-REFUNDABLE.**

○ \$25.00 application fee for ANY ADDITIONAL PERSON RESIDING AT THE UNIT OVER 18 to process background/criminal history and employment verification. **Must be paid in certified funds.**

○ \$25.00 attorney lease signing fee. **Must be paid in certified funds.**

○ \$500.00 holding funds. **Must be paid in certified funds.**

○ **RUSH FEE: \$50.00 per property (1-2 Business days). Normal processing time for a completed application is 3-5 business days (not including Holidays or weekends).**

COPY OF DRIVER'S LICENSE FOR EACH APPLICANT MUST BE PROVIDED.

Approval

⚡ Once application has been approved the holding funds deposited with this application will be applied to the security deposit and become non-refundable with or without lease signing, or refunded if not approved. Upon approval of this application, a rental agreement must be signed. Remainder of security deposit is due at lease signing. **Failure to sign lease or bring additional funds will result in all holding funds being forfeited.** I have read and understand the above statements _____ (Initials)

⚡ At least 3 business days prior to move in, you must bring the rest of the monies needed to move in (these may include first, last, proration and pet fees). These monies will have to be in CERTIFIED FUNDS ONLY.

⚡ Discuss the move-in with the property manager, so that you are aware of all the payments needed.

Applicant Signature

Date

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Are you working with an agent? _____
If so, please provide name of agent, company, and phone #: _____

Property Information

- Address to Rent: _____
- Move In Date: _____
- Application Date: _____

Applicant Information

- Name (current, alias, and maiden names): _____
- Date of birth: _____ SSN: _____
- Driver's license #: _____ Issuing State: _____ Expiring Date: _____
- Vehicle/Year/Make/Model/Tag #/ State: _____
- Phone #: (H) _____ (C) _____ (W) _____
- Email: _____

Other occupants of the property:

Name	Birthday	Relationship
➤ _____	_____	_____
➤ _____	_____	_____
➤ _____	_____	_____
➤ _____	_____	_____
➤ _____	_____	_____

Landlord History (minimum 5 year history)

Attached other pages if needed

- **Current Address:** _____
- Own/Rent?: _____ From/To: _____ - _____ Monthly payment/rent: \$ _____
- Reason for leaving current residence: _____
- Name and Number current manager/landlord: _____
- **Previous Address:** _____
- Own/Rent?: _____ From/To: _____ - _____ Monthly payment/rent: \$ _____
- Reason for leaving current residence: _____
- Name and Number previous manager/landlord: _____

Employment History (minimum 5 years history)

Attached other pages if needed

- **Current Employment:** _____
- Position: _____ From/To: _____ - _____ Hourly/Salary? _____ Income: \$ _____
- Employer address: _____
- Name and Number current manager: _____
- HR Department phone #: _____

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- **Past Employment:** _____
- **Position:** _____ **From/To:** _____ - _____ **Hourly/Salary?** _____ **Income:\$** _____
- **Employer address:** _____
- **Name and Number current manager:** _____
- **HR Department phone #:** _____

Background History

Attached other pages if needed

- Have you or anyone in this household ever been convicted of a crime? _____
- Have you or anyone in this household ever been evicted, served with an eviction notice, or late with rent or mortgage payments? _____
- Are you or anyone in this household a sexual offender? _____
- Have you or anyone in this household ever filed for Bankruptcy? _____
- Have you or anyone in this household ever been foreclosed or are currently in foreclosure proceedings? _____
- If you or anyone in this household answer YES to any of the above questions, please explain further: _____

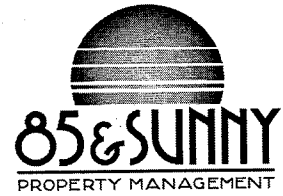
Miscellaneous Information

- Do you own a waterbed? _____
- Do you have renter's insurance? _____
- Do you have any pets? _____ If yes, how many, type, size, and breed? _____
 - A pet interview may be required prior to final approval.
 - Dog owners must provide up-to-date registration tags for dogs and vaccinations.
- Do you own any real estate? _____ If yes, provide details (currently being rented, for sale, other): _____

I understand that there is a non-refundable fee required to be paid with this application. I also understand that the holding funds deposited with this application will be applied to the security deposit if this application is approved, or refunded if not approved. Upon approval of this application, a rental agreement must be signed within 5 days or all holding funds will be forfeited. Applicant is hereby given notice that 85 & Sunny Property Management is the agent of the landlord and is paid by same. The undersigned acknowledges that this written notice was received prior to the undersigned receiving a contractual offer or rental agreement in compliance with F.S. 475.25 and Rule 21v-10.033 Fla. Admin. Code. I authorize the verification of the information provided on this form as to my credit, background, employment, and landlord history. I certify all answers are true.

Applicant's Signature

Date



Additional Application Information

Lease term: 1-yr lease 7-month lease Other (specify): _____

Lease start date: _____ Lease end date: _____
(Please specify a date. ASAP is not a date)

Rental Amount: _____

Pets: No Yes (specify number, type and size): _____

Smoking: No Yes, outside Yes, inside

Number/Type of vehicles: _____

Repairs required prior to move-in: _____

Appliances required prior to move-in: _____

Other (specify): _____

Please attach additional sheets if necessary.

NOTE: The items above are requests you make with this application. These may be agreed upon or not by the landlord. The special requests will be acted on first. If agreed upon, processing of the application will continue. If not agreed to, you will be contacted to determine if you want to proceed with the application process. If you decide not to proceed, all funds will be returned to you. No terms will be brought to owner without a completed application and all initial monies received.

All requests have been detailed here. No additional requests are outstanding. Oral requests are invalid and will not be honored.

Signature of Applicant

Date



EMPLOYMENT VERIFICATION FORM

NOTE: APPLICANTS DO NOT COMPLETE THIS FORM. JUST WRITE DOWN YOUR NAME IN THE FIRST LINE AND SIGN WHERE IT ASKS FOR SIGNATURE OF APPLICANT.

I, _____, give 85 & Sunny Property Management permission to obtain information about my current and previous employment history.

Signature of Applicant – I give permission to release this information.

===== OFFICIAL USE ONLY =====

To Manager or HR Department: Please complete this request and return by Fax to 85 & Sunny Property Management.

Please answer the following questions to the best of your ability:

1). Please Specify Dates of Employment:

Period Beginning _____
Ending _____ (if applicable)

2). What's the current applicant's salary? _____ per month _____ per year
If an hourly rate,

How much per hour? _____

How many hours per week? _____

How many weeks per year? _____

What is the year-to-date (YTD) salary, including bonus? _____

3). What was last year's salary, including bonus, commission, etc.? _____

4). What is the applicant's current position? _____

5). Name of person completing this form: _____

Position of the person completing this form: _____

Phone Number to reach person completing form: _____

Please attach additional sheets if necessary.

Signature of Person Completing Form

Print Name _____



PREVIOUS LANDLORD VERIFICATION FORM

NOTE: APPLICANTS DO NOT COMPLETE THIS FORM. JUST WRITE DOWN YOUR NAME IN THE FIRST LINE AND SIGN WHERE IT ASKS FOR SIGNATURE OF APPLICANT.

I, _____, give 85 & Sunny Property Management permission to obtain information about my previous rental history.

Signature of Applicant – I give permission to release this information.

OFFICIAL USE BELOW ONLY

To Landlord or Landlord's Agent: Please, complete this request and return by Fax. Please answer the following questions to the best of your ability:

1). Please Specify Dates of Rental Period Beginning _____ Ending _____

2). Current Rental Amount _____

3). Has tenant ever been late with the rent? YES or NO (circle one)

If yes, # late, _____ Days late? _____

4). Has tenant paid the late fee with the rent when late? YES or NO (circle one)

5). Has tenant ever violated their lease? YES or NO (circle one) If yes, please explain: _____

6). Have you had any complaints about this tenant? YES or NO (circle one) If yes, please explain: _____

7). Has the tenant been served with a 3-day or a 7-day notice? YES or NO (circle one) If yes, # notice _____ Please explain: _____

8). Have you ever started eviction proceedings against this tenant? YES or NO (circle one) If yes, please explain: _____

9). When was the last time you did an inside inspection and was the place organized and clean? YES or NO (circle one) If NO, please explain: _____

10). Does this tenant have any animals? YES or NO (circle one) If yes, how many: _____

11). How many people are occupying the property and on the lease? _____

12). Are there any outstanding balances due from applicant? YES or NO (circle one) If YES, please explain: _____

13). Has the tenant received their full security deposit? YES or NO (circle one) If NO, please explain: _____

14). Would you rent to this tenant again? YES or NO (circle one) If NO, please explain: _____

Please attach additional sheets if necessary.

Signature of Prior Landlord or Landlord's Agent _____

Name and Phone Number _____ Company _____



Tenant Selection Criteria

PLEASE NOTE THAT IF YOU HAVE HAD A SHORT SALE, FORECLOSURE, BANKRUPTCY IN THE LAST 5 YEARS, YOU MAY STILL BE CONSIDERED AS AN APPLICANT, BUT YOU WILL NEED TO HAVE AT A MINIMUM 1ST MONTH'S RENT, LAST MONTH'S RENT AND A SECURITY DEPOSIT, PLUS ANY PET FEES THAT MAY APPLY.

1. All Adult applicants over the age of 18 must submit a fully completed, dated and signed rental application and pay fees and holding funds detailed in the application. Applicant must provide I.D.
2. Applicants should have a combined gross income of at least three times the monthly rent. We reserve the right to require a cosigner. A minimum of two years residential history is required.
3. Credit history and or Civil Court Records should not contain slow pays, judgments, eviction filing, collections, liens or bankruptcy within the past 5 years. If your application is denied because of credit, we will not provide you with the credit report or tell you of its contents but will provide you with the name of the credit reporting agency so you may receive a free copy of your credit report.
4. Self employed applicants may be required to produce 2 years of tax returns or 1099s.
5. Non employed individuals must provide proof of income.
6. All sources of other income must be verifiable if needed to qualify for a rental unit
7. Criminal records should contain no convictions for felonies in the past seven years and no sexual offenses ever.
8. Previous rental history reports from landlords should reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbances or illegal activities, no NSF checks, and no damage to unit or failure to leave the property clean and without damage at time of lease termination.
9. No pets (with the exception of medically necessary pets) of any kind are permitted without specific written permission of landlord in the lease document, an addendum to lease, a non-refundable pet fee acceptable to landlord and/or an additional pet deposit or additional security deposit. Fees and deposits are waived for medically necessary pets.
10. Resident(s) will be required to pay a security deposit at the time of lease execution in a minimum amount of \$100.00 more than one months rent. We reserve the right to require a higher security deposit and or additional prepaid rent.
11. Current occupancy standards are a maximum of 2 persons per bedroom except for infants under 2 years of age.
12. Any exceptions to these criteria will need to be submitted in writing to the rental agent for presentation to the landlord for consideration. If approval is then given for such exceptions, additional security, cosigners, and / or additional advance rent payments may be required.

Applicants Signature _____ Date: _____

Applicants Signature _____ Date: _____