

**Home Hunting Headquarters. 2200 E Irlo Bronson Hwy Suite 101.
Kissimmee. FL. 34744**

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RENTAL APPLICATION POLICIES AND QUALIFICATION CRITERIA

PLEASE READ BEFORE SIGNING

Home Hunting Headquarters does business in accordance with the fair housing act and does not discriminate on the basis of sex, sexual orientation, marital status, race, creed, religion, age, familial status, disability, color, national origin and any other protected basis.

Home Hunting Headquarters is the managing agent for many separate owners; therefore policies at each property may vary depending on the particular owner's preference.

A separate application is required for each adult eighteen years of age or older, intending to occupy the property. Each application must be filled out completely and signed by the applicant. Incomplete applications will not be processed.

A processing fee of \$50 in cash must accompany each application. **The application fee is non-refundable.**

If the applicant is applying to rent a unit governed by a condominium or homeowner association, the applicant may be required to submit a separate application and/or fee to the association, for processing and approval.

Applicants must have a combined gross income of at least three times the monthly rent or comparable amount if the income is tax-free.

Reliable documentation and telephone numbers for all sources of income must be provided. Self-employed applicants will be required to produce the previous year's tax return or 1099. Non-employed applicants must provide proof of income.

A credit report from a national credit reporting agency will be obtained on all applicants.

A history of any of the following by any household member is a cause for rejection of a rental application: Any conviction or adjudication other than acquittal of a sex offence or any conviction or adjudication other than acquittal of a felony within the past five years.

Residency must be verified for a minimum of the last twenty-four months with no interruptions. Rental history references must reflect timely payment, appropriate notice of intent to vacate; no complaints regarding disturbances or illegal activities, no NSF checks, no damage to previous rental units, and no failure to leave the premises clean without damage at the time of lease termination.. Any history of eviction actions is cause for rejection of a rental application.

All pets, vehicles of any kind, and water filled furniture must be disclosed on the application. Proof of insurance must be provided for any water filled furniture.

Pets are permitted only on certain properties at the sole discretion and approval of the owner/landlord. Only small to medium sized, non-violent common domesticated animals no more than 20 lbs will be allowed on any property that permits pets. Rottweilers, American Stafford Shire Terriers (Pitt Bulls), Dobermans, German Sheppard, Chows, Huskies, Alaskan Malamutes, Great Danes, Saint Bernards, Mastiffs, and mixed breeds including any of the above mentioned will **NOT** be approved. If a pet is approved, a minimum \$200.00 non-refundable pet fee may be required per pet, and additional security deposit at the sole discretion of the owner

If approved the applicant must do one of the following: -

- A. Sign a lease agreement within one business day and all monies due (rent, security deposit and pet fees) paid in full with certified funds, (cashiers check, official bank check, or money order) at the time of lease signing and prior to taking possession of the premises.
- B. Sign a holding agreement within one business day and pay a holding fee equivalent to at least one month’s rent in order to hold a property until a lease is signed by the date stipulated in the holding agreement. No property will be held for longer than two weeks without owner approval. Holding fees must be paid with certified funds (cashier check, official bank check, or money order). In the event an applicant fails to sign a lease agreement or a holding agreement within one business day after approval, it will assumed that the applicant has withdrawn and the property will be offered to others.

Applicants will be required to pay a security deposit at the time of lease closing in a minimum amount of one month’s rent. At owner/landlord sole discretion, a higher security deposit, and/or additional pre-paid rent, and/or guarantors may be accepted in lieu of acceptable credit or landlord history.

Our company policy is to report any amounts owed at the end of your tenancy to a collection agency and /or national credit-reporting agency.

APPLICATION DEPOSIT AGREEMENT: Applicant(s) have tendered a good faith deposit (hereinafter referred to as the “DEPOSIT” in the amount of \$ _____ in consideration of Owner taking dwelling unit off the market while considering approval of this application. **If applicant (s) are approved, the “DEPOSIT” paid shall be credited to the first month’s rent. If the applicant (s) are approved and fail to promptly enter into a lease agreement for the property, the “DEPOSIT” will be retained by the owner and considered compensation for expenses incurred and loss of revenue as a result of taking the property off the market.** The deposit will only be refunded if the applicant is not approved. Keys will be furnished only after the lease agreement and other rental document have been properly executed by all parties and applicable rent/security deposits have been paid.

Rental Application Disclosure and Authorization

I, the undersigned applicant, affirm that the information contained in this application is true and correct. I understand that misstatements, either false or incorrect may result in rejection of this and any further application for housing managed by Home Hunting Headquarters and /or my lease may be held in default and I may be subject to eviction. I authorize the investigation and release of the information on all statements contained herein, including but not limited to a credit report, rental information, employment verification (including salary) and all public records to Home Hunting Headquarters and/or its principle and/or owner of any property which I am applying to occupy. I further agree to hold harmless Home Hunting Headquarters and all providers of information on the application listed above. I understand that due to the fair housing reporting act, I will not be furnished with a copy of my credit report from Home Hunting Headquarters. I understand this application is the property of Home Hunting Headquarters.

We welcome all applicants and support fair housing. We do not refuse to lease or rent housing accommodations or property nor in any other way discriminate against a person because of sex, race, creed, religion, age, status, disability, color, national origin or any other protected basis

Notice of the contractual relationship between the property owner and Home Hunting Headquarters. Home Hunting Headquarters is an exclusive agent of the property owner and represents the property owner’s interest in any and all rental transactions.

APPLICANT’S SIGNATURE ----- DA TE -----

BANKING INFORMATION

Name of Bank ----- Tel no. -----

Type of account: Checking Account no. -----
Savings Account no. -----

EMPLOYMENT INFORMATION

PRESENT EMPLOYER -----

Employers address :-----

Telephone -----

Length of employment -----

Position:-----

Gross Monthly Salary -----

Name of all occupants including children:

Name----- Age ----- Relationship -----

Name----- Age----- Relationship-----

Name ----- Age -----Relationship -----

Name ----- Age -----Relationship -----

Name ----- Age -----Relationship -----

Name ----- Age -----Relationship -----

Number of bedrooms desired ----- Referred by -----

PERSONAL REFERENCES: *Must be completed* (cannot be a relative)

Name:----- Address: -----

Tel No. ----- Relationship -----

Name:----- Address: -----

Tel No. ----- Relationship: -----

CONTACT IN CASE OF EMERGENCY: *Must be completed*

Name: ----- Relationship:-----

Address:-----

Telephone -----

Any false information given in this application will automatically result in refusal of application to rent. I certify with my signature that all information is true and correct on this application. You are hereby authorized to verify by means of a credit report and contact with references. I also certify that I (or my interpreter) can read and understand English.

APPLICANT'S SIGNATURE-----**DA TE**-----