



**PROSPERA
REALTY**

& PROPERTY MANAGEMENT

Initial the bottom of each page, Sign the 2nd page & attach signed Rental Process & Application Disclosure

Please Tell Us About Yourself

Applicant <small>Last First Middle Maiden</small>				Date of Birth	Social Security #
Email Address:					Driver's License #
Marital Status	Present Phone No. ()	9:00 to 5:00 Contact Phone No.: () Ext.			
Have you ever had an eviction filed against you? Yes No			PETS (Keeping of pets requires a pet deposit and landlord's consent) Breed: Age: Weight:		
Present Address	<small>Street # Street Name Apt. # City State Zip</small>	Own: _____ Rent: _____	Since: / / 20____ Monthly Payment: \$_____		
Landlord Mtg. Co.	<small>Name Address City State Zip</small>	Phone No. ()			
Previous Address	<small>Street # Street Name Apt. # City State Zip</small>	Dates:	Landlord Phone#		
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, please explain:	
Have you ever intentionally refused to pay rent when due? Yes: _____ No: _____				If yes, please explain:	

Please Tell Us About Your Job

Present Employer	<small>Name Business Address City State</small>	Phone No. ()
Position	<small>Supervisor</small>	Monthly Gross Income From / / To / /
Previous Employer	<small>Name Business Address City State</small>	Phone No. ()
Position	<small>Supervisor</small>	Monthly Gross Income From / / To / /

Please Give Us The Following Information

Emergency Contact	<small>Name Street # Street Name Apt. # City State Zip</small>							Phone No. ()
Automobile 1 st Car	<small>Year Make Model Color Tag #</small>	Automobile 2 nd Car	<small>Year Make Model Color Tag #</small>					
Persons to Occupy Dwelling		<small>Name Age Sex Social Security #</small>						
_____		_____ Years	Male: _____ Female: _____					
_____		_____ Years	Male: _____ Female: _____					
_____		_____ Years	Male: _____ Female: _____					
_____		_____ Years	Male: _____ Female: _____					
Bank Reference:	<small>Name Location City State</small>							

Applicants Initials()



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AUTHORIZATION: Applicant represents that all of the statements and representations are true and complete, and hereby, authorizes verification of the above information, references and credit records. Applicant understands that an investigative consumer report including information about character, credit history, general reputation, personal characteristics, mode of living, and all public record information including criminal records may be made. Applicant agrees that false, misleading or misrepresented information may result in the application being rejected, will void a lease/rental agreement if any and/or be grounds for immediate eviction with loss of all deposits and any other penalties as provided by the lease terms if any. Applicant authorizes verification of all information by the Landlord and/or Management Company. Applicant has the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation.

ASSOCIATION APPROVAL: Where applicable, this application is subject to and contingent upon the applicant(s) being approved by the condominium/homeowners association. The applicant(s) will pay any non-refundable application fee required by the condominium/homeowners association and make application for association approval within 3 days from verbal and/or written approval of this Application for Residency. Occupancy shall not be permitted prior to association approval. In the event that the association, Landlord or Management Company do not approve the applicant(s), any rents and/or security deposits paid will be refunded to the applicant(s). Refunds are subject to applicant(s) funds having cleared our bank account. The non-refundable application fees paid to the association and to Management Company are not refundable under any circumstance.

NON REFUNDABLE APPLICATION FEE: Applicant(s) has paid to Landlord and/or Management company herewith the sum of \$ _____ (Cash, Cashiers Check or Money Order Only) as a **NON REFUNDABLE APPLICATION FEE** for costs, expenses and fees in processing the application.

DEPOSIT AGREEMENT: Applicant has deposited a "**HOLDING DEPOSIT**" of \$ _____ (Cashier's Check or Money Order Only) in consideration for taking the dwelling off the market while the application is being processed. Applicant understand that the property is still available for rent or lease to another applicant until such time as a "**HOLDING DEPOSIT**" is received by Management Company and the Landlord and/or Management Company approve applicant. If applicant is approved by Landlord and/or Management Company and the lease is entered into and possession of the property is taken **the "HOLDING DEPOSIT" shall be applied toward the security/damage deposit.** If applicant is approved, but fails to enter into the lease after verbal and/or written approval and/or take possession after lease signing, the **FULL "HOLDING 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 "**HOLDING DEPOSIT**" shall be refunded only if applicant is not approved. Keys will be furnished only after lease and other rental documents have been properly executed by all parties, where applicable, applicant(s) have been approved by the condominium/homeowners association, and only after applicable rentals and security deposits have been paid. This application is preliminary only, in no way implies that a particular rental unit shall be available and in no way obligates Landlord or Management to execute a lease or deliver possession of the proposed premises.

HOLDING DEPOSIT-RECEIVED		OFFICE USE ONLY
<p>I HAVE READ AND AGREE TO THE PROVISIONS AS STATED</p> <p>_____ Applicant Signature</p> <p>_____ Date</p>	(Cashier's Check / Money Order Only) \$ _____	<p>APT. # _____</p> <p>APT. TYPE _____</p> <p>COMMUNITY _____</p> <p>Condo or HoA Restrictions? Yes: ___ No: ___</p> <p>Property Built prior to 1978? Yes: ___ No: ___</p> <p>LBP Disclosure Signed? Yes: ___ No: ___</p> <p>COPY OF PHOTO I.D. Yes: ___ No: ___</p> <p>Credit: Yes: ___ No: ___</p> <p>Criminal: Yes: ___ No: ___</p> <p>Employer: Yes: ___ No: ___</p> <p>Landlord: Yes: ___ No: ___</p>
	Check Number _____	
	APPLICATION FEE \$ _____	
	(Cash / Cashier's Check / Money Order Only)	
	Check Number _____	
	NON REFUNDABLE PET DEPOSIT \$ _____	
	(Cashier's Check / Money Order Only)	
	Received with application? Yes: ___ No: ___	
	Check Number (if received) _____	
	FIRST MONTH'S RENT \$ _____	
(Cashier's Check / Money Order Only)		
Received with application? Yes: ___ No: ___		
Check Number (if received) _____		
BALANCE OF DEPOSIT DUE \$ _____		
TOTAL DUE BEFORE MOVE-IN \$ _____		
RECEIVED BY: _____		
LEASING AGENT: _____		
APPROVED BY: _____		

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APPLICATION FOR RESIDENCY Page 2 of 2

Phone: (813) 434 0290 • Fax: (813) 902 6882 • www.ProsperaRealty.com • E-mail: Management@ProsperaRealty.com

4247 W. Bay to Bay Boulevard, Tampa, FL 33629



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RENTAL PROCESS AND APPLICATION DISCLOSURE

THIS MUST ACCOMPANY THE APPLICATION FOR RESIDENCY
Please initial on the bottom of each page and sign and date on page 3 and page 4

APPLICATION PROCESSING: Processing an application normally takes between 1-3 business days. In some cases, approval of Homeowner associations, condo associations, homeowners or unforeseen circumstances may require some applications to take longer. You will be notified immediately upon determination of approval or denial. All adult applicants, over the age of 18, must submit a fully completed, dated and signed rental application, along with the appropriate application fee.

COST: If you decide to apply for one of our properties, there is a \$50 fee for the 1st applicant & \$25 fee for each additional applicant (anyone 18 years of age or older) that is non-refundable. The fee must accompany the completed appropriate forms provided to you by our company. Incomplete applications or applications submitted without the proper fees will not be considered. Application fees will not be refunded for incomplete applications & forms. All fees must be paid by cash, cashiers check, or by money order, no personal checks will be accepted.

NOTE: Some Communities may require that you register your vehicle(s), and have a decal/permit placed on your vehicle. Some associations may charge a fee for registering your vehicle(s)

APPLICATION SCREENING: Upon receipt of your application and application fee, you can expect and hereby authorize that we will (1) check your credit report; (2) check for any past evictions; (3) verify your employment, if applicable; (4) verify that you have income or assets sufficient to pay the rent; (5) verify your previous landlord references; and (6) perform a criminal background screening. We encourage you not to apply if you have bad credit references, have ever been evicted, have bad rental references or a criminal record. If you have bad credit references co-signers may be considered along with additional security deposit.

Credit history and/or Court Records must not contain judgments, eviction filings, collections, liens or bankruptcy within the past three (3) years. We will not provide you with you credit report or tell you of it's contents; however, we will provide you with the name of the credit reporting agency so you may obtain a copy from the credit bureau. All information collected for the approval or denial of the application is considered confidential in nature and for company use only.

Self-employed applicants may be required to produce upon request two (2) years of signed tax returns or IRS 1099 forms. Non-employed applicants must provide proof of income or assets.

Previous rental history reports from prior landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise disturbances or illegal activities, no NSF checks, and no damage to rental property or failure to leave the property clean and without damage when you left the property. We reserve the right to require a co-signer and/or a higher security deposit. Co-signers are accepted at our discretion and must meet all requirements.

If you have been convicted of a felony within the past seven (7) years, this is cause for rejection. 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.

Any exceptions to these criteria will need to be submitted in writing to Prospera Realty for consideration. If approval is then given for such exceptions, additional security deposit, co-signers and/or additional "higher" rent may be required.

MULTIPLE APPLICATIONS: It is possible that Prospera Realty & Property Management may receive multiple applications from unrelated individual applicants on the same property at approximately the same time. If such is the case, we will

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process all applications for consideration as to what we and/or the owner (at our sole discretion) deem the best applications, which may not necessarily be the first application received. In such cases, more than one applicant may be approvable, however only one will eventually be approved. Because we represent the best interest of the rental property, we will accept the best application, which may not necessarily be the first application received. In order to evaluate the various applications it is necessary for Prospera Realty & Property Management to expend time and cost in credit reports, criminal reports, and other administrative cost. Hence, our policy that the application fee is non-refundable. If your application is approvable, but not the approved one for the property for which you are applying, you may consider applying for other available properties that we may have, without payment of an additional application fee.

PHOTO IDENTIFICATION: We require a valid and current government-issued photo ID (driver's license, passport, military ID, or State ID).

PETS: No pets (with the exception of medically necessary pets) of any kind are permitted without the specific written permission of Prospera Realty & Property Management and additional \$150 pet deposit and \$150 pet fee. Some properties may require higher fees or higher rent amounts. If a higher fee or rent amount is required, you will be notified at the time of the application. The following pets will not be accepted under any circumstances: German Shepherds, Dobermans, Pit Bulls, Rotweilers or any pet containing part of these breeds.

HOMEOWNER AND CONDOMINIUM ASSOCIATIONS: Some Homeowner and Condominium Associations require a separate application and application fees. If this is the case, you must also apply separately to such homeowners or condominium association and remit whatever other application and application fees that may be required. Approval by the homeowners or condominium association is a necessary prerequisite to our approval of your application.

APPLICATION APPROVAL: Once you have been notified of the approval of your application, you must place the holding deposit (cashier's check or money order only). Even if you have been approved, the property is available for rent until the holding deposit has been received. In the event that you fail to enter into the lease agreement or refuse to take possession of the property on or before your applied for beginning rental date, you shall forfeit these funds as liquidated damages.

Applicant understands that no rental property will be held vacant for more than 15 days, unless approved by Hoffman Realty.

PAYMENT OF FUNDS: All initial funds, which include the holding deposit, first month's rent and pet fee, must be made by cashier's check or money order. Subsequent to these initial funds the monthly rent may be paid with a personal check.

PROPERTY ACCEPTED "AS IS": All applicants must view the interior of the property before an application can be submitted. The property must be accepted in "as-is" condition before an application can be accepted, except where there is written agreement for maintenance or repair. Verbal representations are non-binding.

OTHER ISSUES: Rents quoted are the rental amounts due if timely received due on the 1st day of the month. If the 1st falls on a Saturday, Sunday or Legal Holiday, rent is due the previous business day by 5:00 pm) otherwise, the rent may be at least 10% more that month and possibly higher if rents are severely delinquent.

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9 MG. will be released on the first (1st) day of occupancy as stated in the lease agreement. Request for keys earlier must be accompanied with additional pro-rated rent and must have Prospera Realty's prior approval.

971 FHM89DCG-HG. Security Deposits are security for faithful performance by tenants of all terms covenants and conditions of the lease agreement. Tenants may not dictate that the security deposit be used for any rent due. Unless claimed due to a breach of lease or property damage, the security deposit is refundable to the tenants within 15 days after they move out of the property at the expiration of the lease term and return all keys to our offices.

A5-BH9B5B79'5B8'F9D5-F. When you rent a home from our company, we strive to ensure that all items are in good working order. Please report any maintenance or repair request during your first 7 days of possession, at which time you will be required to turn in a signed, move-in inspection form. Thereafter, we require residents to pay for each repair of \$100 or less and all repairs that are determined to be tenant related.

LEASING AGENTS: Leasing agents provide you access to preview our properties, to distribute rental information, applications, rental process and application disclosures. The rental agent will also submit your application to Prospera Realty for processing. The rental agent is not authorized to negotiate on behalf of Prospera Realty or the owner. Verbal representations are non-binding. Once your application is submitted to Prospera Realty, the approval/denial and negotiation process (if any) will be handled by the Property Manager.

EQUAL HOUSING OPPORTUNITY: We are pledged to the letter and spirit of United States policy for the achievement of equal housing opportunity throughout the Nation. We encourage and support a program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin. Prospera Realty also does not discriminate based on age, parental status, sexual orientation and political ideology. All properties through Prospera Realty are available on an equal opportunity basis.

ACKNOWLEDGMENT OF RECEIPT: The "Rental Process and Application Disclosure" is hereby made an integral part of the rental application. I/we do hereby acknowledge that I/we understand and agree to the terms of application and rental process as described herein. I/we further acknowledge that I/we have seen and previewed the rental property (both inside and outside) for which we are applying.

Applicant: _____ Date: _____

Applicant: _____ Date: _____

Applicant: _____ Date: _____



Checklist of items required with and Application for Residency

- Leasing Agent has fully completed all the boxes at the top of the "Application for Residency." Application Date and Rental Property Address.
- Applicant(s) has/have fully completed, signed and dated the "Application for Residency."
- Copy of a valid current photo ID (driver's license, military ID, or State ID) for ALL residents making application.
- Verify that ALL prospective residents over the age of 18 years have submitted an application.
- Verify that no one making application will be less than 18 years at the start of the Lease.
- Applicant(s) have received, initialed each page, signed and dated the "Rental Process and Application Disclosure."
- Applicant(s) have paid the Non-Refundable Application Fee with Cash or a Cashier's Check/Money Order made payable to Prospera Realty. No personal checks please.
- Applicant(s) have paid the Holding Deposit of one months rent with Cashier's Check/ Money Order Made payable to The Owner . This must be a separate Cashier's check/Money Order from the Non-Refundable Application Fee. No personal checks for Holding Deposit please.
- Leasing Agent has Completed the \$_____ for the Non –Refundable Application Fee received and the \$_____ for the Holding Deposit received on page 2 of the "Application for Residency."
- Leasing Agent has signed the "Application for Residency."

If self employed we require the last two year's W-2's or signed copies of tax returns.

Agent Signature: _____