



CREDIT AND BACKGROUND AUTHORIZATION

Fax Completed Application to: (602) 445-9486

Property Address: _____ Move in date _____

From: **1st Southwest Realty**
Agent Name: **Karen Van Vugt**

Client Code: **2111**
Phone # (602) 316- 7028

APPLICANT INFORMATION & SIGNATURE AUTHORIZATION

Full Name: _____

Phone #: _____ Email _____

Social Security #: _____ Driver's Lic #: _____ *Date of Birth: _____

Current Address: _____

Apt # _____ City: _____ ST: _____ ZIP: _____

Other names used in past 5 years _____

In compliance with the **FAIR CREDIT REPORTING ACT** this notice is to inform you that the processing of this application includes but is not limited to making any inquiries deemed necessary to verify the accuracy of the information herein, **including procuring consumer reports from Consumer Credit Reporting Agencies and obtaining credit information from other Credit institutions for the purpose of obtaining a rent/lease agreement.**

The undersigned agrees this application and any information reports will remain the property of ACS Data Search.

The undersigned is the person named above and hereby authorizes ACS Data Search to obtain such credit reports and information. A photographic or faxed copy of this authorization shall be as valid as the original.

Signature of Applicant

Date Signed

ONE FORM PER NAME REQUIRED

*Age or Dates of Birth used for verification purposes only

FINANCIAL INFORMATION

Bank Name _____ Account Number _____ Checking _____ Approx Balance _____

Bank Name _____ Account Number _____ Savings _____ Approx Balance _____

CREDIT REFERENCES

Name _____ Account # _____ Phone# _____ Approx Bal _____ Mthly Amt Due _____

Name _____ Account # _____ Phone# _____ Approx Bal _____ Mthly Amt Due _____

Name _____ Account # _____ Phone# _____ Approx Bal _____ Mthly Amt Due _____

EMPLOYMENT HISTORY

Current Employer Name & Address _____ Phone# _____ How Long _____

Position Held _____ Mthly Gross Income _____ Supervisor Name _____

Prior Employer Name & Address _____ Phone# _____ How Long _____

Position Held _____ Mthly Gross Income _____ Supervisor Name _____

Criminal Background: Have you ever been convicted of a felony? Yes No If yes explain when and why. _____

OTHER OCCUPANT INFORMATION

Full Name _____ Age _____ Relationship _____

Full Name _____ Age _____ Relationship _____

Full Name _____ Age _____ Relationship _____

Full Name _____ Age _____ Relationship _____

Pets - Do you have pets? Yes or No If yes what kind & how many? _____

Evictions: Have you ever been evicted in the past 5 years? Yes No

If yes explain when and why. _____

VEHICLE INFORMATION

MAKE/MODEL _____ YEAR _____ COLOR _____

MAKE/MODEL _____ YEAR _____ COLOR _____

PERSONAL REFERENCES

Name Phone # Relationship

Name Phone # Relationship

IN CASE OF EMERGENCY NOTIFY

Name & Address Phone Relationship

ACKNOWLEDGEMENT - Applicant acknowledges that all the information listed on this application is true and hereby authorizes 1st Southwest Realty to verify information by obtaining a Consumer Credit Report, Criminal Background Check, Civil Reports, Employment/ Income Stability and Rental History. Each applicant over the age of 18 must fill out a separate rental application unless the applicants are married and only one income is being used. There is a \$40 per applicant application/credit check fee. Payment may be in form of a check or money order made out to 1st Southwest Realty or by credit card and is due at the time the application is submitted. This fee is non-refundable. Applications without the application/credit check fee will not be considered.

Applications must include a copy of each applicant's driver's license or ID and social security card along with the last 2 pay stubs.

REALTOR INFO: Applicant represented by a realtor has to list his or her contact info below:

Realtor Name Phone # Company

Applicant Signature Date



REQUEST FOR RENT VERIFICATION

Tenant Name: _____

Address: _____

Apt # _____ City: _____ ST: _____ ZIP: _____

How Long _____ Mthly Rent Paid _____ Manager/Owner Name & Phone # _____

Reason for Leaving? _____

By signing below, I authorize 1st Southwest Realty to verify rental history on my behalf with the current landlord. This form is to be sent directly to 1st Southwest Realty. It may NOT be transmitted through any party except the landlord.

Applicant Signature

Date

APPLICANT - DO NOT WRITE BELOW THIS LINE

To: Current Landlord/Property Manager of Above Named Property:

From: 1st Southwest Realty

Fax 602-445-9486

We have received a rental application from the person above. It is our understanding they currently rent a property or have rented from you in the past. Please complete and fax at 602-445-9486 or email to fr9558@cox.net. Your prompt attention would be appreciated.

Dates of Tenancy: From _____ To _____ Monthly Rent: \$ _____

Is the rent current? _____ Any 30 day lates? _____ If Yes, how many? _____

Has a 30 day written notice been served on the tenant? _____

Would you rent to this tenant again? _____

Comments: _____

Landlord/Property Mgr Signature / Date

Phone

ADDITIONAL RENTAL INFORMATION

Applications and Fees - Each applicant over the age of 18 must fill out a separate rental application unless the applicants are married and only one income is being used. There is a \$40 per applicant application/credit check fee. Payment may be in form of a check or money order made out to 1st Southwest Realty **or** by cash or credit card and is due at the time the application is submitted. This fee is non-refundable. Applications without the application/credit check fee will not be considered.

Application Processing Time - The application typically takes two business days to process. Feel free to call or email us if you have not heard within two full business days.

Deposits - Once an applicant has been approved and the lease has been signed an earnest deposit will be required to hold the property. Earnest deposits will be applied to the refundable security deposit upon receipt of the additional funds required prior to move in. Earnest deposits will **NOT** be refunded if you decide not to move in regardless of the reason.

Employment Verification - Applications must include a copy of the last 2 pay stubs or most recent P&L if self employed.

Identification - A driver's license or ID and social security card along with the last 2 pay stubs is required from each applicant. Each occupant over the age of 18 will provide a copy of their driver's license or ID and social security card.

Landlord Tenant Act - A free copy of the AZ Landlord & Tenant act can be obtained from the Secretary of State's Office or through the website www.azsos.gov.

Lead Based Paint - Any structure built prior to 1978 may have lead based paint. In the event the property the tenant is renting was built prior to 1978 the tenant should read this disclosure: Every occupant of any residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint. The lead based paint may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems and impaired memory. Lead poisoning also poses a particular risk to pregnant women. Landlord hereby represents that the unit applied for was built prior to 1978 and may contain lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards may be performed at tenant's expense prior to occupancy.

Lease Term - Lease terms are typically 12 months unless otherwise agreed.

Office Hours - We can be reached by phone Monday through Saturday from 7AM to 5PM. Face to face meetings are by appointment only.

Office Location - Our mailing address is 2024 E Laguna Drive, Tempe, AZ 85282. Face to face meetings are by appointment only.

Office Phone, Fax and Email -The main phone is 602-316-7028. Main fax is 602-445-9486. Email is FTR9558@cox.net. If you receive our voice mail we are assisting other clients so please leave a message and we will call you back. We don't typically return missed calls so be sure to leave a message.

Pets - Where pets are allowed additional deposits will be required. The amount and type of deposit will be dictated by the property owner.

Realtors - If applicant is represented by a realtor the realtor is responsible for notifying the property manager about the applicants interest in renting in order to receive a commission. The realtor will collect the application/ credit check fee, completed application and a copy of an Agency agreement signed by the tenant and forward to the property manager.