



Saddle Up Realty & Property Management

C N Believe, LLC

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TENANT APPLICATION

Welcome to Saddle Up Realty & Property Management. We are happy you have chosen us for your new home. In order to complete the application process quickly, be sure to follow all of the necessary procedures.

1. Make sure you fill out the application completely. Please do not leave anything blank. If it doesn't apply to you, mark the box N/A. We will need a completed application for each adult residing in the property.
2. We will be running credit checks and will need proof of your Social Security number. Please leave a copy of your Social Security card and Drivers License with the completed application. (This is needed for all applicants).
3. Please make sure you include a \$25.00 application fee per applicant (maximum \$75.00, non-refundable), and an amount equal to at least 1/2 of the monthly rental amount as a security deposit to hold the property, if there is a specific property that you would like us to hold for you. The application process will not start until the application fees are received. Application fees may be paid in cash; however, any other funds turned in to hold a home must be in cashiers check or money order...no exceptions.

Attached is a qualification checklist for you to review. Please allow 2-3 working days to process the application. We need daytime phone numbers to reach you to confirm your approval.

If your application is accepted, you will be required to sign your lease within five (5) days of acceptance. All necessary paperwork must be turned in to us at the time you sign your lease. All move-in funds must be received prior to receiving your keys. All move-in funds must be in the form of a cashiers check or money order. **NO PERSONAL CHECKS OR CASH WILL BE ACCEPTED.** Contact our office for the total amount needed for move-in. If for any reason you choose not to move into the property you have applied for after acceptance of your application, you forfeit your deposits on hold. **NO EXCEPTIONS.**

QUALIFICATIONS FOR RENTAL APPLICATIONS: (some exceptions may apply)

CREDIT HISTORY:

1. No more than five negative accounts on your credit profile in the last 18 months.
2. No rent judgments in the last two years (unless paid in full and there have been no problems with residency since).
3. Bankruptcy is OK as long as it has been discharged and credit has met the above two requirements since.

WORK HISTORY:

1. Minimum six months steady work history (a transfer from another state is OK).
2. Income and employment dates must be verifiable. We must receive at least one month of payroll check stubs from your employer. We will also verify current employment by phone.

RENTAL HISTORY:

1. No skips or evictions for the past two years, whether verified by credit reports or previous landlords, will be accepted.
2. Previous landlord will be called. You may be required to produce a minimum of three months of rent receipts or canceled checks.

SECURITY DEPOSITS:

1. An amount equal to at least one month's rent for security deposit (includes refundable and non-refundable amounts)
2. \$100.00 per pet deposit (refundable)

CO-SIGNERS:

Co-signers must meet all of the above criteria to be considered acceptable and must also sign the lease as a co-lessee.

NOTE: The property you have previewed or will preview will be rented to you in as-is condition unless you are given in writing a list of repairs, renovations, yard work or cleaning that will be done by Saddle Up Realty & Property Management.

I recognize that this rental application is subject to acceptance or rejection. I/We hereby state that the information set forth above is true and complete under penalty of perjury and authorize verification of the information and references given. I/We also authorize Saddle Up Realty & Property Management to run any necessary credit checks. Should any statement made be misrepresented or false, all of the deposit will be retained as compensation to Saddle Up Realty & Property Management for holding the rental off the market. If application is denied, the deposit will be refunded. If application is accepted and applicant does not sign lease within five (5) days after notification of approval, the deposit will be forfeited as liquidated damages in payment for holding the unit off the market. **NO EXCEPTIONS.** I understand that if after approval, I choose not to rent this property for any reason, I will forfeit the amount of deposit I have placed with Saddle Up Realty & Property Management. **NO EXCEPTIONS.**

By signing below, I/we attest to the fact that we have read and accept this application, and that all of the statements included in this application are true and correct

Primary Applicant

Date

Secondary Applicant

Date

Saddle Up Realty & Property Management: Rental Application

Applicant Information					
Name: _____					
Date of birth:	SSN: _____	Phone: _____	Cell: _____	E-Mail: _____	
Have you ever been convicted of a felony? Y / N When: _____ Please Explain: _____					
In the past 2 yrs have you had: Bankruptcy / Eviction / Foreclosure / Judgments (Please Circle)					
Current Landlord/Company: _____			Phone: _____		
Current Address: Include City, State Zip _____					
Own	Rent	(Please circle)	Monthly payment or rent: \$ _____		How long?
Previous Landlord/Company: _____			Phone: _____		
Previous address: Include City, State Zip _____					
Owned	Rented	(Please circle)	Monthly payment or rent: \$ _____		How long?
Current Employer: _____					
Employer Address: _____					
Phone: _____		E-Mail: _____		How Long?	
Position: _____		Hourly		Salary (Please Circle)	
				Annual Income: \$ _____	
Co-Applicant Information					
Name: _____					
Date of birth:	SSN: _____	Phone: _____	Cell: _____	E-Mail: _____	
Have you ever been convicted of a felony? Y / N When: _____ Please Explain: _____					
In the past 2yrs have you had: Bankruptcy / Eviction / Foreclosure / Judgments (Please Circle)					
Current Landlord/Company: _____			Phone: _____		
Current Address: Include City, State Zip _____					
Own	Rent	(Please Circle)	Monthly payment or rent: \$ _____		How Long?
Previous Landlord/Company: _____			Phone: _____		
Previous address: Include City, State Zip _____					
Own	Rent	(Please Circle)	Monthly payment or rent: \$ _____		How Long?
Current Employer: _____					
Employer Address: _____					
Phone: _____		E-Mail: _____		How Long?	
City: _____		State: _____		ZIP Code: _____	
Position: _____		Hourly		Salary (Please Circle)	
				Annual Income: \$ _____	
Additional Occupants:					
Name: _____	Age: _____	Relationship: _____	Name: _____	Age: _____	Relationship: _____
Name: _____	Age: _____	Relationship: _____	Name: _____	Age: _____	Relationship: _____
Vehicle Information					
Make: _____	Model: _____	Year: _____	License Plate: _____		
Make: _____	Model: _____	Year: _____	License Plate: _____		
Make: _____	Model: _____	Year: _____	License Plate: _____		
Make: _____	Model: _____	Year: _____	License Plate: _____		
Pet Information (No pets are allowed that are not listed on this application, nor are pets allowed without prior written approval from Saddle Up Realty and Property Management)					
Type: _____	Breed: _____	Weight: _____	Type: _____	Breed: _____	Weight: _____
Type: _____	Breed: _____	Weight: _____	Type: _____	Breed: _____	Weight: _____
References					
1. Name: _____		Address: _____		Phone: _____	
2. Name: _____		Address: _____		Phone: _____	
3. Name: _____		Address: _____		Phone: _____	
Initials: I authorize the verification of the information provided on this form as to my credit and employment. I have received a copy of this application.					
Initial of Applicant (s): _____			Initial of Agent: _____		Date: _____