

# ADVANCED REAL ESTATE MANAGEMENT RENTAL APPLICATION

APPLICANT NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

## APPLICATION POLICIES & PROCEDURES

Once you have selected and decided on a rental you must fill out our resident application form. There is a \$25.00 APPLICATION FEE (money order, check or cash), which covers the handling of your application and cost of your credit report. If you are financially supported by someone other than yourself or if you have poor/no credit, you will need to have a **THIRD PARTY GUARANTEE** form accompany your application. This is an additional \$25.00 fee if a **THIRD PARTY GUARANTEE** is required. These fees are NON REFUNDABLE and are due when the application is submitted. A photo ID will be requested at the time you submit this application for processing.

In order for your application to be considered you must meet the following requirements:

1. **Sufficient Income** - Three (3) times the rental amount per month. Income may be combined by multiple applicants. (permanent employment of at least 4 months)
2. **Verifiable Good Credit** - Credit references listed will be contacted, so please provide telephone numbers. Credit reports will be checked with national credit bureaus.
3. **Good Previous Rental History** - We will verify rental history with your previous landlords. You must provide names and phone numbers of prior landlords. Applications will not be Approved if we cannot contact your prior landlord or mortgage holder.
4. **Complete Application** - The application must be completed in its entirety. Failure to complete the entire application can result in a denial of the application.
5. **Please Submit The Following With Your Application**
  - A. A copy of a Valid Drivers License or State ID
  - B. A copy of your Vehicle Registration
  - C. Verification of Income other than work. IE. Trust Fund, SSI, etc
  - D. Copy of your most recent Bank Statement
  - E. Supply all necessary phone numbers & addresses
  - F. Pay the \$25.00 application fee

We will try to process your application within 24 hours. Applications will not be pre-screened. Incomplete or falsified applications will be rejected. Applications are pooled and most qualified is chosen. All applications submitted become the property of Seller Direct/Advanced Real Estate Management.

We cannot guarantee any unit you have seen to be available by the time your application is processed. We cannot be responsible for any unit that is rented after you have seen it and turned in an application.

If your application is approved and your move-in date is not immediate, a security deposit and first months rent will be taken in advance. The security deposit and first months rent must be in the form of a cashier's check or money order. The security deposit is fully refundable, depending upon the condition of the unit and any financial obligations incurred at the time of your move-out. A larger security deposit will be required for pets.

After signing your lease with Seller Direct/Advanced Real Estate Management, you are responsible to report to use within 48 hours or a change of phone numbers and/or place of employment.

Seller Direct Property Management/Advanced Real Estate Management  
3 Meridian Court, Suite 3, Kalispell, Montana, 59901 406 758-RENT

# Advanced Management Rental Application

## Applicant Information

Name:			
Date of birth:		SSN:	Phone:
Current address:			
City:		State:	ZIP Code:
Own	Rent	(Please circle)	Monthly payment or rent:
			How long?
Cell Phone:		E.Mail	
Landlord:		Phone:	Reason for move:
Address		City/State/Zip	Lease Exp?

## Previous Address

Address			
City/State/Zip			How Long:
Rental Terms:		Rental Amount:	Security Deposit:
Landlord:		Phone	Reason for move:
Address		City/State	Lease Exp?

## Employment Information

Current Employer:			
Employer Address:			
Phone:		Supervisor:	How Long:
Hourly	Salary		
Position:			

## Other Information

Do you have any pets? YES NO		How Many	Type of Pet
Name & Age		Name & Age	
How many people will be living with you:		How many smoke?	
Name & Age		Name & Age	Name & Age
Convicted of a Felony YES NO		Guilty of pleaded No Contest to a Sexual Crime? YES NO	If YES.. When?
Do You have Any Special Needs or Requirements?			
In Case of Emergency Contact:		Phone:	Address:
Nearest Relative:		Address:	Phone:

## Banking Information (please provide most recent statement)

Bank:			
Address:			
Bank Contact:		Savings Acct #	Checking Acct #
Have you Filed Bankruptcy? Y N			
When?			

## Financial Obligations (student loans, credit cards child support, etc) Automobile Info

		\$
		\$
		\$

I AUTHORIZE THE VERIFICATION OF THE INFORMATION PROVIDED IN THIS APPLICATION AS TO MY HOUSING, CREDIT AND EMPLOYMENT. I HAVE RECEIVED A COPY OF THIS APPLICATION.

Signature of applicant		Date:
Name of Co-Applicant whose application is attached hereto:		

# **ADVANCED REAL ESTATE MANAGEMENT**

## **DISCLOSURE AND AUTHORIZATION**

The undersigned declares that the information on this rental application is true and correct and understands that false statements may result in rejection of this and any future applications for housing, which we manage. The undersigned hereby waive all right to for any consequences resulting for such information. By my signature below, I authorize the investigation and release of the information on all statements contained herein, including, but not limited to a credit check, to Seller Direct Property Management or Advanced Real Estate Management and/or it's principal and/or the owner of any property which I am applying to occupy.

In addition I authorize Seller Direct/Advanced Real Estate Management to check on current and previous employment and current and previous rental history.

You are also notified that a negative credit report reflecting your credit record may be submitted in the future to a credit reporting agency if you fail to fulfill the terms of your rental obligations or if you default in those obligations in any way.

Beginning at the time that I tender a deposit for a property which I intend to lease, and Seller Direct Property Management and/or Advanced Real Estate Management accepts Such a deposit, I agree to lease the property according to the terms and conditions of the lease agreement for that property, though not yet signed. The starting date for my occupancy of the property will be the first day the property is available for lease or an agreed upon date if different from that date. I agree that the lease agreement shall be in full force and in effect from the time that my deposit is accepted, even if the initial occupancy date is after the date that the deposit is accepted.

Seller Direct Property Management and/or Advanced Real Estate Management welcome all applicant and supports fair housing. We do not refuse to lease or rent any Housing accommodations or property nor in any other way discriminate against a person because of sexual preference, marital status, race, creed, religion, age, familial Status, physical or mental handicap, color or national origin.

Notice of the contractual relationship between the Property Owner and Seller Direct/ Advanced Real Estate Management: Seller Direct Property Management and/or Advanced Real Estate Management is an exclusive agent of the Property Owner and represents the Property Owner's Interest in any and all rental transactions.

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Applicant's Printed Name

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Applicant's Signature

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Date

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Time

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Received By

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Date

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Time

