



Property Address Applying For: _____

Referring Agent: _____

DENNIS PROPERTY MANAGEMENT
1022 Land O Lakes Blvd.
Lutz, Florida 33549

www.DennisRealtyRentals.com
Office 813-949-5842
Fax 813-949-0176

Residential Rental Application and Procedures

It is Dennis Realty's obligation to offer equal housing for all persons regardless of race, color, religion, sex, national origin, familial status, disability or any other federal, state and local laws regarding fair housing. Dennis Property Management is the Broker/Agent of the Landlord and is compensated by the Landlord for services rendered.

PROCEDURES AND APPLICANT CRITERIA:

All persons leasing an apartment, condo, or single-family residence must be of legal age – **18 years or older** – to sign a contract and **all adult occupants must sign the Lease**. Applicants and Guarantors, if any, must provide a photo-copy of picture ID and a photo-copy of applicant's social security card. If you are not a US Citizen, you will be asked for proof that you are lawfully in the USA. Incomplete applications, false information and omissions on application are grounds for denial. If more than one application is submitted at the same time we will first process the Application that best matches the Owner's requirements. Payment of a **non-refundable application fee \$50 per adult**, does not in any way guarantee that the applicant will be approved for the unit for which application was made.

TYPICAL FUNDS DUE BEFORE MOVE-IN MAY INCLUDE: 1st Month Rent, Last Month Rent, Security Deposit, and if applicable a Non-refundable Pet fee. If community association approval is required prior to occupancy, you will be asked to follow the application process of the community association and make any required fees payable to that association in the amount requested and produce for acceptance notice prior to occupancy. No checks accepted for move in funds or application fees. Move-in funds are required to be paid with certified funds only (money orders or cashier checks). Only checks drawn on a U.S. Bank will be accepted for rent payments once moved in. You may also pay your Application Fee at **www.DennisRealtyRentals.com** by debit or credit card.

TYPICAL LEASE OBLIGATIONS

Rents may be paid by mail or online at **www.DennisRealtyRentals.com**; (convenience fee applies for online payments). Post rent or initiate online pay transaction 4 days prior to rent due date to avoid late charges.

Rents are due by the due date listed on your Lease.

A Late Fee is assessed on the 4th day following the due date, late is of 10% of unpaid Rent.

NSF Fee for returned checks 5% of check value or \$40.00 whichever is greater.

\$35.00 service fee as additional Rent when delivery of legal notice is required.

Mandatory cleaning charge (market rate or dollar amount).

Mandatory carpet cleaning charge (market rate or dollar amount).

Mandatory Re-keying charge (market rate or dollar amount).

Tenant responsible for Pest Control.

Tenant responsible for all Utilities unless otherwise specified by Landlord on LEASE.

Tenant responsible for any minor repair up to \$100.00.

Tenant responsible for AC/Heat filters and smoke alarm batteries.

Tenant responsible to run AC and Heat to retard mold and mildew.

Tenant responsible for taking precautions to avoid mold and mildew conditions in the rental unit.

Tenant responsible for repair of torn screens.

Tenant responsible for Lawn and Shrub care unless Landlord provides service, stated in LEASE.

Tenant responsible for Pool Care unless Landlord provides service, stated in LEASE.

Additional Month Rent owed if Tenant does not give Landlord a written notice of intention to vacate 60-days prior to the last day of the Lease even if tenant vacates on Lease end date.

A. INCOME REQUIREMENTS – The gross income to rent ratio to qualify is 2.5 to 1.

1. Applicants must have current, consistent and verifiable employment of at least 6 months.

Applicants to provide verification from employer or copies of at least 4 current consecutive pay stubs.

2. Self-employed applicants must provide the following:

Previous 2 years tax statements and previous 3 months company bank statements.

3. Retired applicants must provide the following:

Previous 3 months bank statements indicating the monthly direct deposit. **OR**, provide the documentation indicating monthly income, i.e. Government letter of social security, disability income, or retirement (i.e. welfare, child support, alimony, etc.)

B. VERIFIABLE RESIDENCY – Applicants must have 3 years of verifiable resident history.

1. Previous rental history reports from landlords must reflect timely payment, no NSF checks, sufficient notice of Intent to Vacate, no complaints of noise or disturbance, and no damage to unit at time of termination.
2. Relatives are not acceptable rental references.
3. Daytime phone numbers are needed for rental references.
4. If you do not have landlord references but have sold your home, provide copy of closing statement. If you own a house that is now in Foreclosure or Short Sale, speak to the Property Manager in advance to explain situation.

C. CREDIT CHECK – Applicants with less than Good FICO credit scores are considered but with possible higher advance funds prior to move-in.

1. Applicants with a slow pays, tax lien, repossession, foreclosure, discharged personal bankruptcy, collections or less than favorable credit ratings may be considered with a required payment of Last Month's Rent in addition to Security Deposit or a larger Security Deposit.
2. Applicants will not be accepted for the following derogatory credit records: Evictions and/or moneys owed to an apartment or landlord.

D. CRIMINAL BACKGROUND CHECK – Any applicant with convictions of a felony, or adjudication withheld or misdemeanors that are drug related charges, sexual offenses or crimes against persons or property will not be accepted for residency. If an arrest record exists, applicant must submit proof of final disposition of innocence or case dropped.

E. APPLICATION FEE and PET APPLICATION FEE – NON-REFUNDABLE

\$50.00 Money Order, Cashier's Check, Payable to DENNIS REALTY for each applicant.

Any persons age 18 or older are considered individual applicants (i.e. spouse, co-signers, roommates, or family member must pay a separate application fee).

F. RESERVATION FEE FOR APPLICATION ACCEPTANCE

A Reservation Fee equal to one month's rent will be due in the form of a money order or cashier check, Payable to DENNIS REALTY no later than 24 hours from notice of acceptance. Reservation Fee is non-refundable if Applicant decides not to lease the property.

Reservation Fee shall be applied to funds due before move-in (First Month's Rent) when Applicant executes a Lease.

G. PETS – A Pet Application and non-refundable Pet Application Fee per pet of \$50.00 must be submitted with application if you intend to have pets on the property.

PET Application submitted Yes No (\$50 INCLUDED IN \$300 PET FEE)

1. No pets (with the exception of service animals) of any kind are permitted without specific written permission of Landlord in the lease document, an addendum to lease, a non-refundable pet fee acceptable to Landlord and/or an additional pet deposit or additional security deposit. Certificate of medical necessity is required for service animals and fees deposits are waived for these animals. Unauthorized pet charge is \$300.00.
2. The following breeds of dog will not be accepted due to insurance liability: Rottweiler's, Dobermans, Pit Bulls (A.K.A. Staffordshire Terriers), Bull Terriers, Wolf hybrids, German Shepherds, Chows, Presa Canarios.

H. OCCUPANCY STANDARD – Two (2) persons per bedroom plus one additional occupant is the occupancy standard.

I. VEHICLES – No more than Two (2) vehicles per household without Landlord's written consent.

J. NON-SMOKING – All units are non-smoking.

K. REPORTING OF NON-PAYMENT – It is the Landlord's right under the Lease to report all non-compliance with terms of your Lease

Agreement or failure to pay rent or any other charges to a collection agency and/or credit bureau. As the Landlord's agent, DENNIS REALTY may submit information to such agencies.

DISCLOSURE 1: Pursuant to Federal Fair Credit Reporting Act, 15, U.S.C. Section 1681, et sep., as amended by the Consumer Credit Reporting Reform Act of 1996 if the Owner denies you residency or requires a co-signer based on the information obtained from this application you may request a copy of your credit report from the credit reporting agency within 60 days of your denied application for residency. An adverse action letter will contain numbers for the credit reporting source being used by DENNIS REALTY & INVESTMENT, CORPORATION / DENNIS PROPERTY MANAGEMENT.

DISCLOSURE 2: Pursuant to Florida law, the Florida Department of Law Enforcement (FDLE) is required to maintain a list of sexual predators and sex offenders to enable the public to request information about these individuals living in their communities. Tenants who deem this information material should contact FDLE toll free at 1-888-357-7332, via email at sexpred@fdle.state.fl.us, or via the internet at www.fdle.state.fl.us/sexualpredators.

DISCLOSURE 3: SCHOOL DISTRICTS: Due to school overcrowding in certain areas, school boundaries are subject to change. As a result, the information available to the Owner and the Realtor may not be accurate or current, even though it appears to be from a reliable source. If this information is important to you, contact the local school board directly to verify the correct school boundaries for the particular property you are intending to rent prior to signing a lease.

DISCLOSURE 4: DENNIS REALTY is not liable for any costs to tenant resulting from Foreclosure of Mortgage on a rental property.

I/We acknowledge the MY/OUR Personal/Credit/Criminal information MAY/WILL be shared with the Owner of the property in which I/WE are applying to rent/lease. **I/WE have read, acknowledge and accept the terms listed above as they apply to my/our application and Lease.**

SIGNATURE APPLICANT 1: _____

SIGNATURE APPLICANT 2: _____

APPLICATION FOR RESIDENCE

FILL OUT COMPLETELY -Thank you

Applicant		Last		First		Middle Initial		Date of Birth		Social Security #			Driver's License #		
Email Address				Marital Status		Present Home Phone #			Cell Phone #			Present Work #			
Have you ever had an eviction filed against you? <input type="checkbox"/> YES OR <input type="checkbox"/> NO															
Present Address		Street #		Name		Apt. #		State		Zip		Rent/Mortgage Payment		Own/Rent Since / /	
Landlord		Name		Address		State		Zip		Phone #					
Previous Address		Street #		Name		Apt. #		State		Zip		Rent/Mortgage Payment		Own/Rent Since / /	
Have you or any occupants ever been arrested or, convicted or, put on probation for, or had adjudication withheld or deferred for a felony offense? YES or NO									If Yes, Please explain.						
Present Employer		Business Name		Address		State		Zip		Phone #					
Position		Supervisor's Name		Monthly Income		Work Email		From / / To / /							
Previous Employer		Business Name		Address		State		Zip		Phone #					
Position		Supervisor's Name		Monthly Income		Work Email		From / / To / /							
Emergency Contact		Name		Address		State		Zip		Phone #					
Vehicle #1		Year	Make	Model	Color	Vehicle #2		Year	Make	Model	Color				
Children		Name		Age		Name		Age							
Children		Name		Age		Name		Age							

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. A NON REFUNDABLE APPLICATION FEE OF \$50.00 PER PERSON IS DUE WITH APPLICATION (NO PERSONAL CHECKS) for costs, expenses and fees in processing the application. RESERVATION FEE AGREEMENT –Applicant HAS/WILL pay A “RESERVATION FEE” equal to ONE MONTH’S RENT in consideration for taking the dwelling off the market while the application is being processed, if no Fee is collected, the property will continue to be shown. If applicant is approved by Landlord and/or Management and the Lease is entered into and possession of the property is taken the “RESERVATION FEE” shall be applied toward the FIRST MONTH’S RENT. If applicant is approved for a property, but fails to enter into the Lease ONCE NOTIFIED verbally or in writing, the FULL “RESERVATION FEE” shall be forfeited to the Landlord or Management. In addition, if the lease has been signed and applicant/tenant fails to take possession after lease signing, additional fees/penalties may be assessed as stipulated in the Lease. The “RESERVATION FEE” must be received by Landlord/Management prior to a lease being ordered. The “RESERVATION FEE” shall be refunded only if applicant is not approved. Keys will be furnished only after the Lease and other rental documents have been properly executed by all parties 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.

I/We acknowledge that MY/OUR Personal/Credit/Criminal information MAY/WILL be shared with the owner of the property in which I/WE are applying to rent/lease.

I HAVE READ AND AGREE TO THE PROVISIONS AS STATED ABOVE. I UNDERSTAND IF I AM APPROVED FOR THE RENTAL I HAVE APPLIED FOR AND I DO NOT RENT,

ALL FEES AND DEPOSITS I HAVE PAID TO APPLY FOR AND RESERVE THIS PROPERTY ARE FORFIETED

OFFICE USE ONLY		OFFICE USE ONLY	
PET SECURITY	\$ _____	Community	_____
PET FEE	\$ _____	Address	_____
CREDIT CHECK FEE	\$ _____	Monthly Rent	_____
PAID WITH APPLICATION	\$ _____	APT. TYPE	_____
BALANCE OF DEPOSIT DUE	\$ _____	Term of Lease	_____
FIRST MONTH'S RENT	\$ _____	MOVE-IN DATE	_____
TOTAL DUE BEFORE MOVE-IN	\$ _____	Credit Report	_____
		Photo ID	_____

Applicant Signature _____

Date _____

APPLICATION FOR RESIDENCE

FILL OUT COMPLETELY -Thank you

Applicant		Last		First		Middle Initial		Date of Birth		Social Security #			Driver's License #		
Email Address				Marital Status		Present Home Phone #			Cell Phone #			Present Work #			
Have you ever had an eviction filed against you? <input type="checkbox"/> YES OR <input type="checkbox"/> NO															
Present Address		Street #		Name		Apt. #		State		Zip		Rent/Mortgage Payment		Own/Rent Since / /	
Landlord		Name		Address		State		Zip		Phone #					
Previous Address		Street #		Name		Apt. #		State		Zip		Rent/Mortgage Payment		Own/Rent Since / /	
Have you or any occupants ever been arrested or, convicted or, put on probation for, or had adjudication withheld or deferred for a felony offense? YES or NO									If Yes, Please explain.						
Present Employer		Business Name		Address		State		Zip		Phone #					
Position		Supervisor's Name		Monthly Income		Work Email		From / / To / /							
Previous Employer		Business Name		Address		State		Zip		Phone #					
Position		Supervisor's Name		Monthly Income		Work Email		From / / To / /							
Emergency Contact		Name		Address		State		Zip		Phone #					
Vehicle #1		Year	Make	Model	Color	Vehicle #2		Year	Make	Model	Color				
Children		Name		Age		Name		Age							
Children		Name		Age		Name		Age							

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. A NON REFUNDABLE APPLICATION FEE OF \$50.00 PER PERSON IS DUE WITH APPLICATION (NO PERSONAL CHECKS) for costs, expenses and fees in processing the application. RESERVATION FEE AGREEMENT –Applicant HAS/WILL pay A “RESERVATION FEE” equal to ONE MONTH’S RENT in consideration for taking the dwelling off the market while the application is being processed, if no Fee is collected, the property will continue to be shown. If applicant is approved by Landlord and/or Management and the Lease is entered into and possession of the property is taken the “RESERVATION FEE” shall be applied toward the FIRST MONTH’S RENT. If applicant is approved for a property, but fails to enter into the Lease ONCE NOTIFIED verbally or in writing, the FULL “RESERVATION FEE” shall be forfeited to the Landlord or Management. In addition, if the lease has been signed and applicant/tenant fails to take possession after lease signing, additional fees/penalties may be assessed as stipulated in the Lease. The “RESERVATION FEE” must be received by Landlord/Management prior to a lease being ordered. The “RESERVATION FEE” shall be refunded only if applicant is not approved. Keys will be furnished only after the Lease and other rental documents have been properly executed by all parties 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.

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BALANCE OF DEPOSIT DUE	\$ _____	Term of Lease	_____
FIRST MONTH'S RENT	\$ _____	MOVE-IN DATE	_____
TOTAL DUE BEFORE MOVE-IN	\$ _____	Credit Report	_____
		Photo ID	_____

Applicant Signature

Date



PET APPLICATION



This application is made as a part of my/our rental application for the property located at:

I /We do hereby request that my/our pet(s) be approved to reside with me/us during the term of my/our lease agreement. The following pets will not be accepted: Rottweiler's, Dobermans, Pit Bulls (A.K.A. Staffordshire Terriers), Bull Terriers, Wolf hybrids, German Shepherds, Chows, Presa Canarios and any others which may be listed in property owner's insurance policy. In consideration of having my/our pet considered for approval, we agree to pay \$50.00 (per pet) as a non-refundable pet application fee to Dennis Realty. I/we understand that a pet occupied property often times causes the Owner/Property Manager more work, closer inspections and occasional complaints from neighboring properties. I further understand that in addition to this non-refundable application fee I will be charged an additional non-refundable pet *fee per* pet determined by the owner that will appear in the lease as an advance fee. Dennis Realty requests a photograph of the pet whose application is being considered, before final approval is given. You will be required to obtain pet insurance for your family pet.

Description of Pet(s)

Type: _____ Breed: _____ Color: _____ Name: _____ Lbs: _____

Type: _____ Breed: _____ Color: _____ Name: _____ Lbs: _____

I /We the Owners of the above described pet(s), do hereby certify the following:

1. My/our pet(s) is/are well trained, is/are not dangerous to others and does/do not have a propensity to be vicious. My/our pet(s) has never bitten, clawed or caused harm to another person.
2. In the event the pet produces a litter, I/We agree to keep them at the rental premises no longer than one month past weaning.
3. I/We shall not engage in any commercial pet-raising activities
4. There shall be no other pets, other than listed above on premises without the express written approval of our Dennis Realty agent for Owner. Should I/We desire additional pets, I/We agree to apply to Dennis Realty agent for Owner for written approval prior to pet occupancy.
5. I /We agree to keep the pet(s) from becoming a nuisance to neighbors. This includes controlling the barking of the pet(s), if necessary and cleaning up any animal waste in the yard or on public or common areas.
6. In the event that my/our pet(s) causes/cause damages/damage or destruction to the property. I /We agree that all costs of said damage or destruction shall come out of our security deposit as stipulated in the lease agreement. Should the security deposit be insufficient to cover the cost any pet damage or destruction, then I/We agree to be financially responsible for damages above and beyond the amount of my/our security deposit.
7. If the pet becomes a nuisance or causes damage or destruction to the premises or otherwise violates the terms of this pet application, Dennis Realty & Investment, Corp. / Dennis Property Management may terminate the pets' right of occupancy as agreed and/or my/our lease agreement.

I /We do hereby agree to the terms and conditions of the Pet Application Form this ___ day of _____, 20____.

I /WE ACKNOWLEDGE AND AGREE THAT THIS PET APPLIATION WILL BECOME PART OF THE LEASE AND WILL RENEW EACH TIME MY LEASE IS RENEWED.

Applicant's Signature and Date

Applicant's Signature and Date

Applicant's Printed Name

Applicant's Printed Name

PM Initial: _____