



P.O. Box 468253
Atlanta, GA 31146-8253

Directions:

1. Complete and sign the rental application
2. Sign the Addendum "Acceptance of Terms"
3. Complete and sign top portion of Employment Verification form for each applicant
4. Complete and sign top portion of Landlord Verification form

Include a check in the amount of \$25.00 for **each** adult living in the home made payable to:
A Plus Properties.

Mail completed package to:

A Plus Properties
P.O. Box 468253
Atlanta, GA 31146-8253

Or

Fax completed package to:

678-807-1408, and submit application fee via Paypal to:
Richard@aplus-properties.com

If you have any questions, please call **678-636-9098**



Rental Application

Today's Date _____ Time: _____	Office Use Only Rental Address: <u>6187 Hickory Drive Forest Park, Georgia 30297</u>
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Occupancy Date Desired: _____

APPLICANT'S PERSONAL INFORMATION

Last Name: _____ First: _____ Middle: _____ Birth Date: _____
 Driver's License Number/State: _____ SS #: _____
 Email _____

Additional Applicant or Adult Occupant's

Last Name: _____ First: _____ Middle: _____ Birth Date: _____
 Relationship: _____ SS #: _____

Names of additional occupants: _____

Do you currently own any real estate? _____ Type of Property Owned: _____

How long do you plan on living in the next rental home that meets your needs? _____

Are you able to handle all the minor maintenance/upkeep in the property? Yes ___ No ___.

Do you own any Appliances (if so, which ones) _____

How many pets do you have? _____ Type of pet, breed, weight?

How long have you been in the Atlanta area? _____ Length of expected stay _____

Do you have renter's insurance? _____

Have you ever had a rental security deposit not returned? _____ Have you ever broken a lease? _____

Have you ever been evicted or asked to leave a rental unit? _____ Have you ever been convicted of a felony? _____

Is there anything to prevent you from placing utilities in your name? _____

Do you know of anything or any reason which may interrupt your ability to pay rent? _____

Explain further any "Yes" answers following above questions:

RESIDENCE HISTORY

Present Street Address _____ City _____ State _____ Zip _____

How long? _____ Own _____ Rent _____ Occupy _____ Current Phone _____

Name & Address of present landlord/owner/mortgage company:

City: _____ St _____ Zip _____

Landlord's phone: _____ Monthly payment: _____ Reason for Moving: _____

Is your rent/mtg current? _____ Number of late payments? _____

Security Deposit Amount currently held by landlord? _____

Previous Residence Address: _____ City _____ State _____ Zip _____

Previous landlord: _____ How Long? _____ Previous landlord's phone: _____

Reason for moving _____ Was your Security Deposit Returned? _____

Number of late payments? _____ Monthly payment? _____

INCOME HISTORY

Applicant's current employment status: Full-time _____ Part-time (less than 32hrs) _____ Student _____ Retired _____
Self-employed _____ Unemployed _____ Other _____

Primary source of employment:

Employed by: _____ Supervisor's name: _____
Average Weekly hours: _____ How long ? _____
Address: _____ City: _____ State: _____ Zip: _____ Phone: _____
Position: _____ Salary: _____
Please indicate Weekly, Bi-Weekly, Monthly, or Annual Average **Take home**: _____

Additional Applicant or Adult Occupant's

Additional Applicant's current employment status: Full-time _____ Part-time (less than 32hrs) _____ Student _____
Retired _____ Self-employed _____ Unemployed _____ Other _____

Primary source of employment:

Employed by: _____ Supervisor's name: _____
Average Weekly hours: _____ How long ? _____
Address: _____ City: _____ State: _____ Zip: _____ Phone: _____
Position: _____ Salary: _____
Please indicate Weekly, Bi-Weekly, Monthly, or Annual Average Take home: _____

BANK REFERENCE

Name of bank and branch: _____ Phone: _____
Branch address: _____
Checking Acct.#: _____
Savings Acct#: _____
How long account active, (C) _____ (S) _____ Average monthly balance, (C) _____ (S) _____

Do you give A Plus Properties permission to contact all references both now and in the future for rental consideration or for collection purposes should they be deemed necessary? _____

If A Plus Properties has a question regarding this application, please furnish the best contact phone number:

Day phone/contact person: _____
Night phone/contact person: _____

In case of emergency, during the day notify: _____ Relationship: _____
Phone: _____
Night emergency contact/contact: _____ Relationship: _____
Phone: _____

THANK YOU!

Thank you for completing an application to rent from A Plus Properties. Please sign below. **Please note that a completed application requires submission of the following which will be copied and attached to this application:**

- Driver's License**
- 2 weeks of most current pay stubs** of each income source listed
- Personal check (to verify bank)
- If self-employed, most current Schedule C tax return and proof of current income

A fee of \$ 25.00 per adult is charged on all rental applicants for the purpose of verifying the information furnished on this application. By signing below, applicant hereby represents all information on this application is true, complete, and hereby authorizes annual verification of information, references, and credit history for continual rental consideration or for collection purposes should that become necessary. This fee is non-refundable.

If your application is approved, your required security deposit will total \$1000.00

Applicant acknowledges this application will become part of the lease agreement when approved. If any information is found to be incorrect, the application will be rejected and any subsequent rental agreement becomes void. False and misleading statements will be sufficient reason for immediate eviction and loss of security deposit.

Applicant's signature: _____ Date: _____

Co-Applicant's signature: _____ Date: _____



ADDENDUM - ACCEPTANCE OF TERMS

- 1) I have re-examined the information I have provided on this application and agree that it is true and complete.
- 2) I understand that an annual update of the information on this application shall be requested. I agree to provide updated information and notify A Plus Properties of any changes (i.e., employment, phone #, bank, car, emergency contact).
- 3) My credit record is good. If not, I have attached a separate page to explain any credit problems.
- 4) I understand and agree that this application is subject to approval, based primarily on the information I have supplied in this application. If any of the information I have given turns out to be FALSE, my reserve-rental-deposit will be forfeited. If the information presented is correct, but I am not accepted, my reserve rental deposit will be returned, less \$ 25.00 (per adult) for the non-refundable processing fee.

I AM DEPOSITING WITH MY APPLICATION \$ _____(cash, M.O., bank check, travelers check)

\$ _____ **\$25 per Adult** - Non-refundable processing & credit check fee.
\$0.00 Refundable reserve deposit (if I am not accepted).
 Mail the return of my deposit to: _____
\$ 1999.00 Total rent and deposit required to move-in
 (If accepted, reserve deposit will be applied to this amount)
 _____ Additional Pet Fee of \$500.00
 \$ _____ Balance due within **FIVE** business day(s) of acceptance of application.

- 5) I understand and agree that this application is NOT a lease or rental agreement, and should it be accepted, I will sign the lease provided within **FIVE** business day(s) of being accepted. Should I fail to do so the application shall be considered withdrawn, there will be no further obligation to reserve the rental, and my reserve deposit will be forfeited.
- 6) I hereby waive any claim for damages if my application is not accepted.
- 7) I understand that every good faith effort will be made to have the premises ready for occupancy as promised. However, should the premises not be available for occupancy on the date promised, I hereby waive any and all rights to seek to recover damages of any kind from the landlord or management company.
- 8) I hereby authorize and permit A Plus Properties to obtain any information necessary to verify the accuracy of any information or statements I have made in this application. I expressly authorize and permit for my credit report to be obtained and further authorize A Plus Properties to make future credit inquiries in regard to continued creditworthiness and for purposes of collection of unpaid rent or damages to premises. I also permit, upon occasion, contact with my employer to verify my employment status during my tenancy.
- 9) I certify that I am not manufacturing, using, storing, or selling dangerous controlled substances, and understand that I will immediately be required to vacate the premises if evidence of such is found on the premises, or if I am convicted of any crimes related to possession and/or distribution of controlled dangerous substances.

Please initial either 10A or 10B

_____ 10A) RENTAL...I understand and agree that the monthly rent will be **\$999.00**.
 _____ 10B) RENT TO OWN... I understand and agree that the monthly rent will be **\$ 999.00** and that a monthly rent credit of **\$ 200.00** will be awarded if I pay the rent on or before the first of the month and maintain the property as specified in the rental agreement.

Please initial either 11A or 11B

_____ 11A).. RENTAL...I understand and agree that the security/performance deposit will be **\$1000.00**
 _____ 11B).. RENT TO OWN...I understand and agree that there will be no security/performance deposit however there will be a lease purchase option payment of **\$1200.00**

- 12) I understand and agree that an additional non-refundable pet fee of \$500 will be collected if any pets are approved.
- 13) I further understand and agree that the security/performance deposit of **\$ 1000.00** is required in full before move-in. I agree to pay the balance of move-in costs including any deposits and/or rent within **FIVE** days of being notified of acceptance. Total move in costs are the security deposit of **\$1000.00** plus the first months rent of **\$999.00** less **\$25.00** application fee for a total of **\$1999.00** Please add **\$500 Pet Fee** if appropriate. If I am unable to or fail for whatever reason to pay the balance of the amount due at that time, the application shall be considered withdrawn.

APPLICANT'S SIGNATURE: _____ DATE _____

Co-Applicant's signature: _____ Date: _____

ADDRESS reserved (subject to approval of application): **6187 Hickory Drive Forest Park, Georgia 30297**



P.O. Box 468253
Atlanta, GA 31146-8253
LANDLORD VERIFICATION

Landlord Name: _____

RE: _____

Landlord Address: _____

I authorize you to release the requested information below to: Richard Burton

Landlord Phone #: _____

Signed: _____

Landlord Fax# - _____

Date: _____

To Whom It May Concern:

_____ has applied to rent one of our homes and has given your name as a present or former landlord.

To verify the information provided on the rental application, please supply the information requested below.

Please fax back to **678-807-1408**

If you have any questions, please call 678-488-0183

Thank you for your cooperation and prompt attention.

Sincerely,

Richard Burton
Rental Manager, A Plus Properties

(To be completed by reference)

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Rental Period: From (Month/Year): _____ To (Month/Year): _____

Rent Amount \$ _____ Always pay on time? Yes: _____ No: _____

If No, how many late payments _____

Payment record: Excellent _____ Good _____ Fair _____ Poor _____

Full security deposit returned? Yes _____ No _____

If no, explain _____

Any trouble or damage? explain _____

Ever had to place notice to fill out court summons? _____

Evicted (Why) _____

Additional Comments: _____



P.O. Box 468253
Atlanta, GA 31146-8253
EMPLOYMENT VERIFICATION

Employer Name: _____

RE: _____

Employer Address: _____

I authorize you to release the requested information below to: Richard Burton

Employer Phone: _____

Signed: _____

Employer Fax #: _____

SS#: _____ - _____ - _____

Date: _____

To Whom It May Concern:

_____ has applied to rent one of our homes and has given your name as his or her employer.

To verify the information provided on the rental application, please supply the information requested below.

Please fax back to **678-807-1408**

If you have any questions, please call 678-488-0183

Thank you for your cooperation and prompt attention.

Sincerely,

Richard Burton
Rental Manager, A Plus Properties

(To be completed by reference)

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Job Title of Applicant _____

Full-time _____ Permanent _____ Part Time _____ Other _____

Salary \$ Annual _____ Monthly _____

Date of Employment

From (Month/Year): _____ To (Month/Year or Current) _____

Name _____

Title _____



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EMPLOYMENT VERIFICATION

Employer Name: _____

RE: _____

Employer Address: _____

I authorize you to release the requested information below to: Richard Burton

Employer Phone: _____

Signed: _____

Employer Fax #: _____

SS#: _____ - _____ - _____

Date: _____

To Whom It May Concern:

_____ has applied to rent one of our homes and has given your name as his or her employer.

To verify the information provided on the rental application, please supply the information requested below.

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Sincerely,

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Job Title of Applicant _____

Full-time _____ Permanent _____ Part Time _____ Other _____

Salary \$ Annual _____ Monthly _____

Date of Employment

From (Month/Year): _____ To (Month/Year or Current) _____

Name _____

Title _____