

**ADDENDUM TO RENTAL APPLICATION FOR XTREME REALTY**

**Welcome to Xtreme 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 complete the application. 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. Co-Applicant must also meet all criteria to be considered acceptable and must also sign the lease as a co-lessee.
- 2. We do a credit/background check. All applicants to provide a copy of their driver's license with the completed application.
- 3. Please make sure you include a \$75 application fee per applicant (\$75 online) non-refundable. The application process will not start until the application fees are received. **Application fees may be paid online or cashier's check/money order**, payable to XTREME REALTY.

Please allow 1 to 2 working days to process the application. Provide daytime phone numbers to reach you to confirm your approval. If your application is accepted, you will be required to make a holding deposit within 24 hours of your acceptance. At that time you will be advised of the amount of funds required to sign the lease. All move-in funds must be received when you sign the lease and you receive your keys. All move-in funds must be in the form of a cashier's check or money order payable to XTREME REALTY. If for any reason you choose not to move into the property you have applied for after acceptance of your application, you forfeit your holding deposit. **NO EXCEPTIONS.** Fourteen days is the maximum amount of time a property can be held after the deposit is accepted.

**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. Foreclosure or Pre-Foreclosure ok.
- 2. No rent judgments in the last three 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.
- 4. A Criminal History background check will be performed.

**WORK HISTORY:**

- 1. Minimum six months steady work history (a transfer from another state is OK).
- 2. Salary (before taxes) must be at least three times the monthly rental amount.
- 3. Income and employment dates must be verifiable. We must receive at least one month of payroll check stubs from your employer.

**RENTAL HISTORY:**

- 1. Any skips or evictions for the past three years, whether verified by credit reports or by previous landlords, will be evaluated.
- 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:** Listed below are the deposits required PRIOR to move in.

- 1. An amount equal to one month's rent for security deposit (refundable), unless otherwise noted in MLS.
- 2. \$300.00 per pet deposit per pet -if applicable (**non-refundable**) unless otherwise noted in MLS
- 3. \$150.00 key, remote deposit, (refundable) unless otherwise noted in MLS
- 4. Cleaning fee as noted in MLS.
- 5. Non-refundable Admin fee as noted in MLS.

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

**I/We 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 Xtreme Realty & Property Management to run any necessary credit checks, criminal records check, employment check and verification of current and previous landlords. Should any statement made be misrepresented or false, all of the deposit will be retained as compensation to Xtreme Realty & Property Management for holding the rental off the market. Approval for residency is made without regard to race, color, religion, sex, national origin, age, or handicap. If application is accepted and applicant does not sign lease within 2 weeks 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 Xtreme 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.

Applicant \_\_\_\_\_ Co-Applicant \_\_\_\_\_ Date \_\_\_\_\_