



Thank you for considering AZ Rental Homes, LLC as your housing provider. Since 1995 we have provided quality and affordable homes for households throughout the Valley. As a management company we represent homeowners who have entrusted us to care for their properties. We invite you to view the homes we manage. For additional information please call **(480) 588-5333**.

Application Standards

All applicants pass through a screening process:

Income Level.....You should have Gross Income of at least 2.5(two and 1/2) times the monthly rent amount. Married couples and related residents over 18 (immediate family) may combine income. We must be able to verify employment history. If you are self-employed we need tax returns for the past 2 years and the last 2 bank statements. If you are a student dependant on your parents for income, you must provide a co-signer.

Credit History.....To determine satisfactory credit worthiness we run a report through a credit-reporting agency.

Rental History.....Your previous residencies must be free of evictions, judgments, and unpaid rents.

Occupancy.....The number of occupants may not exceed 2 persons per bedroom plus 1 additional person.

Pets.....Policies on pets vary according to the home (check the rent list or call). However, most of our homes don't permit: Pit Bulls, Dobermans, Rottweilers, Chows, or near relatives. Pet policies are strictly enforced.

Submitting Your Application

Once you have viewed and selected a home the following are required:

1. **Complete the Application Form** – The form must be completely filled out and signed before it can be processed. Missing information will result in processing delays. An application must be submitted for each adult over the age of 18.
2. **Provide proof of income** – Make a copy of your two most recent pay-stubs to submit with your application. If you are combining income to qualify please provide pay-stubs for each applicant. Self-employed applicants are required to provide the last 2 bank statements and last 2 years tax returns.
3. **Submit the Application** – with a copy of photo ID, proof of income and the application fee to our offices at 2919 N 73rd Street, Scottsdale AZ 85251. Application fees are \$35.00(money order/certified check) per 18-year-old adult and are non-refundable. *We cannot begin processing until all funds have been received.*
4. **Wait for our Call** – Depending on the timely response of references your application will be processed within 2 business days.
5. **Provide 1/2 Security Deposit (Holding Deposit)** – The security deposit is equivalent to one (1) month rent unless otherwise required. A holding deposit equal to 1/2 of the security deposit is required to hold the property and is due within 2 business days of application approval. The holding deposit is to be certified funds and made payable to AZ Rental Homes. Once application is approved, a rental agreement must be signed by all applicants within 48 hours of the original draft date on the agreement. If a fully executed lease is not received by AZ Rental Homes within the 48 hour time period, the holding deposit will be forfeited and the property will be made available to other prospective applicants. Upon AZ Rental Homes receipt of the signed agreement, the holding deposit will be applied to the security deposit fund indicated on the rental agreement unless otherwise agreed.

Fair Housing Policy

It is unlawful and a violation of company policy to discriminate against any person based on race, color, religion, sex, national origin, handicap, or familial status, or to refuse to show, rent, negotiate, or otherwise make unavailable any rental unit. All AZ Rental Homes, LLC employees are trained to provide fair and equal treatment for all people, whether or not they are included in a protected class. If you have any questions or comments, please contact AZ Rental Homes, LLC.

Acknowledgment

Applicant acknowledges that the above information is understood, and has been informed:

1. *If applicant withdraws application following payment of application and holding fee, all funds will be forfeited.*
2. *A free copy of the Landlord/Tenant law is available at the AZ Secretary of State's office at 1700 W. Washington, (602) 542-4285.*

Signed: _____



Rental Application

Please Complete the Application in its entirety. All Non-Married Individuals 18 and Older Must Complete a Separate Application.

Address of Home Desired _____

Today's Date _____ Move-in Date _____

Applicant Full Name _____ SS# _____ Birthdate _____

Married Divorced (If yes, how long?) _____ Separated Single

Spouse Full Name _____ SS# _____ Birthdate _____

How did You Hear About Us? Newspaper Signs Website Rental Hotsheets Agent Other _____

Form of Payment (1/2 Deposit) Money Order Certified Check

List All Other Residents	Relationship	Age	Other Residents	Relationship	Age

Present Address _____ City _____ State _____ Zip _____

Telephone(_____) _____ E-mail Address(s) _____

Mobile Phone (_____) _____ Pager (_____) _____

Rent or Mortgage Payment _____ How Long at this Address? _____

Landlord or Mortgage Co. _____ Telephone (_____) _____

Reason for Leaving _____ Fax (_____) _____

Previous Address _____ City _____ State _____ Zip _____

Rent or Mortgage Payment _____ How Long at this Address? _____

Landlord or Mortgage Co. _____ Telephone (_____) _____

Reason for Leaving _____ Fax (_____) _____

Applicant Employer _____ How Long? _____ Gross Income _____ per _____

Address _____ Telephone (_____) _____

Position _____ (Provide Pay-stubs) Supervisor _____

Previous Employer _____ How Long? _____ Telephone (_____) _____

Spouse Employer _____ How Long? _____ Gross Income _____ per _____

Address _____ Telephone (_____) _____

Position _____ (Provide Pay-stubs) Supervisor _____

Previous Employer _____ How Long? _____ Telephone (_____) _____

Other Sources of Income _____

Nearest Relative (not living with you) _____ Telephone(_____) _____
 Address _____ City _____ State _____ Zip _____
Character Reference _____ Relationship _____ Telephone(_____) _____
 Address _____ City _____ State _____ Zip _____
Bank Reference _____ Branch Address _____
 Checking Account # _____ Savings Account # _____

Number of Vehicles (including motorcycles, trailers, RV's, boats) _____ Drivers License No. _____
 Make & Model _____ Year _____ License _____ State _____
 Make & Model _____ Year _____ License _____ State _____
 Make & Model _____ Year _____ License _____ State _____
Do You Have Pets? _____ If yes, list breeds and weights _____

Has any applicant ever been evicted from a rental property? _____
Has any applicant had a civil judgment or collection for a rental property? _____
Have you ever been convicted of a felony? _____ If yes, describe _____
Is any applicant currently engaged in any criminal activity? _____ If yes, describe _____
 Please provide any other information that will help us better evaluate your application

 Would you expect a credit report to disclose past or current credit difficulties? _____ If yes, please explain:

AUTHORIZATION

This application must be signed by the applicant before consideration by the Agent. Acceptance of application by the Agent and any monies herewith, is not binding until approved by the Home Owner. Upon final acceptance of the application, all deposited monies, except the non-refundable Application Fee, will be applied to the deposit required in the lease. The landlord reserves the right to require that the entire amount of the security deposit be paid by the applicant within 24 hours of acceptance to hold the home. Applicant agrees to sign a lease agreement in the standard form required by Agent. Should applicant withdraw after acceptance or fail to take occupancy on the agreed date for any reason, the entire security deposit will be retained by the landlord as damages for taking the home off the rental market. The prevailing party in any legal action will be entitled to attorney fees and court fees and other expenses.

If the application is declined, all monies will be refunded with the exception of the Application Fee. *Under no condition will the Application Fee be refunded.*

The information on this application is true and correct. I hereby authorize AZ Rental Homes, LLC to investigate the information supplied by me and to conduct inquiries concerning my income, family composition, mode of living, credit, and character for the purpose of verifying and qualifying for residency. A full disclosure of pertinent facts may be made to the Agent and Home Owner. **FALSIFYING INFORMATION ON THIS APPLICATION IS GROUNDS FOR DENIAL AND FORFEITURE OF ALL DEPOSITS.**

Signed: _____ Date: _____
 Signed: _____ Date: _____

PERSONAL CHECKS WILL NOT BE ACCEPTED FOR MOVE-IN FUNDS