



4515 Curry Ford Road, Orlando Florida 32812

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PROPERTY MANAGEMENT RESIDENT SELECTION CRITERIA

CLASSIC 1 REALTY, INC. DOES BUSINESS IN ACCORDANCE WITH THE FAIR HOUSING ACT, AND DOES NOT DISCRIMINATE ON THE BASIS OF SEX, SEXUAL ORIENTATION, MARITAL STATUS, RACE, CREED, RELIGION, AGE, FAMILIAL STATUS, DISABILITY, COLOR, NATIONAL ORIGIN, OR ANY OTHER PROTECTED BASIS. CLASSIC 1 REALTY, INC. IS THE MANAGING AGENT FOR MANY SEPARATE OWNERS; THEREFORE, POLICIES AT EACH PROPERTY MAY VARY DEPENDING ON THE PARTICULAR ASSOCIATION OR OWNER'S PREFERENCE.

- 1.) All adult application 18 or older must submit a fully completed, dated and signed residency application and fee. Applicant must provide proof of identity. A non refundable application fee will be required for all adult applicants. Applicant may be required to be approved by a condo/homeowner's association and may have to pay an additional application fee or an additional security or damage deposit.
2.) Applicants must have a combined gross income of at least three times the monthly rent. We reserve the right to require a co-signer. A minimum of two years residential rental history is required.
3.) Credit history and or Civil Court records must not contain slow pays, judgments, eviction filing, collections, liens or bankruptcy within the past 5 years.
4.) Self employed applicants may be required to produce upon request 2 years of tax returns or 1099's and non employed individuals must provide verifiable proof of income.
5.) All sources of other income must be verifiable if needed to qualify for rental unit.
6.) Criminal records must contain no convictions for felonies within the past 7 years and no sexual offenses ever. In the event a record comes back "adjudication withheld" further documentation may be required and application may be denied on this basis.
7.) Previous rental history reports from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding notice, disturbances or illegal activities, no unpaid NSF checks, and no damage to unit or failure to leave the property clean and without damage at time of lease termination.
8.) Pets are permitted only on certain properties at the sole discretion and approval of the owner/landlord. Only small to medium sized, non-violent, common domesticated animals will be allowed on any property that permits pets. If a pet is approved, a \$150.00 non-refundable pet administration fee is required. An additional deposit of \$150.00 per pet will be required at the sole discretion of the owner.
9.) Applicants will be required to pay a security deposit within 24 hours of acceptance. The security deposit must be in the form of a cashier's check or money order in a minimum amount of one month's rent. We reserve the right to require a higher security deposit and or additional prepaid rent.
10.) The number of occupants must be in compliance with HUD standards/guidelines for the applied for unit.
11.) We may require a holding or good faith deposit to be collected to hold a property off the market. In the event the application is approved and applicant fails to enter into a lease, the applicant shall forfeit the deposit. In the event the application is approved, this deposit shall be applied to the required deposit.
12.) Any exceptions to our company's criteria will need to be submitted in writing to the rental agent for presentation the owner for consideration. If approval is then given for such exceptions, additional security, co-signers, and/or additional advance rent payments may be required.
13.) Our company policy is to report all non compliances with terms of your rental agreement or failure to pay rent, or any amounts owed to the credit bureau.

If you are a successful leasing candidate, there is a closing/leasing preparation fee of \$40 Initial ()

AUTHORIZATION OF RELEASE OF INFORMATION Applicant(s) represents that all of the above information and statements on the application for rental are true and complete, and hereby authorizes an investigative consumer report including, but not limited to, residential history (rental or mortgage), employment history, criminal history records, court records, and credit records. This application must be signed before it can be processed by management. **Applicant acknowledges that false or omitted information herein may constitute grounds for rejection of this application, termination of right of occupancy, and/or forfeiture of fees or deposits and may constitute a criminal offense under the laws of this state.**

Applicant's Signature: _____ **Date:** _____

Spouse Signature: _____ **Date:** _____

Name _____ SS# _____ - _____ - _____ DOB _____ / _____ / _____
Last First MI

Spouse _____ SS# _____ - _____ - _____ DOB _____ / _____ / _____
Last First MI

Driver's License# _____ St _____ Spouse's Drivers License# _____ St _____

Occupants _____
Name Relationship Age SS# Name Relationship Age SS#

Home Phone (_____) _____ Cell Phone (_____) _____ Email _____

Why Moving? _____

Number of Pets _____ Type _____ Breed _____ Weight _____ Age _____

Present Address _____
Street Apt# City ST. Zip Code

Present Landlord/
Mortgage Holder _____

Contact Information: Phone (_____) _____ Fax (_____) _____

Length of Residence _____ / _____ / _____ to _____ / _____ / _____ Monthly Rent/Mortgage: \$ _____

Previous Address _____
Street Apt# City ST. Zip Code

Previous Landlord/
Mortgage Holder _____ Phone (_____) _____

Length of Residence _____ / _____ / _____ to _____ / _____ / _____ Monthly Rent/Mortgage: \$ _____

Present Employer _____ City & St. _____ Phone (_____) _____

Position _____ Dates Employed _____ / _____ to _____ / _____ Income\$ _____ Per _____ Mgr _____

Spouse Present
Employer _____ City & State _____ Phone (_____) _____

Position _____ Dates Employed _____ / _____ to _____ / _____ Income\$ _____ Per _____ Mgr _____

In case of an Emergency Notify: _____ (_____) _____
Name Relationship Address Phone#

Have you ever had an eviction filed or left owing money to an owner or landlord? Applicant: Yes _____ No _____ Spouse: Yes _____ No _____
Have you applied for residency in the past 2 years, but did not move in? Applicant: Yes _____ No _____ Spouse: Yes _____ No _____
Have you ever had adjudication withheld or been convicted of a crime? Applicant: Yes _____ No _____ Spouse: Yes _____ No _____

Applicant's Signature: _____ Date: _____

Spouse Signature: _____ Date: _____

TODAY'S DATE: _____

MOVE IN DATE: _____

LENGTH OF LEASE: _____

PROPERTY ADDRESS: _____

LIST NAMES OF OTHERS WHO WILL BE OCCUPYING THE HOME IF DIFFERENT FROM YOURS:

NAME: _____ AGE: _____

NAME: _____ AGE: _____

NAME: _____ AGE: _____

NAME: _____ AGE: _____

PLEASE LIST PETS IF ANY:

BREED: _____ WEIGHT: _____ AGE: _____

BREED: _____ WEIGHT: _____ AGE: _____

OFFICE USE ONLY

NON-REFUNDABLE APPLICATION FEE REQUIRED \$50: Taken by: _____ Date: _____

SECURITY DEPOSIT: _____ Taken by: _____ Date: _____

MOVE-IN:

First Month Rent: _____

Pro-Rated Rent: _____ Days: _____ @\$ _____ Per Day

Security Deposit: _____

Refundable Pet Deposit: _____

Non-Refundable Pet Fee: _____

Other: _____

Total Due at Lease Signing: _____

Owner Responsible for: ___ Range ___ Fridge ___ Dishwasher ___ Washer ___ Dryer ___ Microwave ___ Water ___ Electric

___ Pool Main ___ Lawn Main

Tenant Responsible for: ___ Water ___ Electric ___ Pool Main ___ Lawn Main

Special Addendums: # of Garage Remotes Lead Paint Month to Month Pet Pool Key Pool/Spa Septic W/D As- Is

Applicant's Signature: _____ Date: _____

Spouse Signature: _____ Date: _____