



HART PRO REALTY

APPLICATION FOR RESIDENCY

PLEASE FILL OUT COMPLETELY - THANK YOU

A \$50.00 non-refundable screening fee is required for investigation per adult, \$75.00 per married couple with same last name.

Last			First			Middle			Date of Birth			SOCIAL SECURITY #			DATE														
APPLICANT																													
MARITAL STATUS <input type="checkbox"/> M <input type="checkbox"/> S						Present Phone #						Cell Phone #						Drivers License # & State											
Present Address						Street #			Name			Apt. #			City			State			Zip			Own <input type="checkbox"/> Rent <input type="checkbox"/>			Since		
Landlord						Name			Address			City			State			Zip			Phone No. ()								
Previous Address						Street #			Name			Apt. #			City			State			Zip			Own <input type="checkbox"/> Rent <input type="checkbox"/>			Since		
Was rent up to date? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you given notice? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you been asked to leave? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever had an eviction filed against you? <input type="checkbox"/> Yes <input type="checkbox"/> No IS THE TOTAL AMOUNT TO MOVE IN AVAILABLE? Yes <input type="checkbox"/> No												Number of persons to occupy: _____ Names & ages of other occupants: _____ _____ _____ Date to occupy: _____																	
Email: _____																													

Present Employer						Name			Business Address			City			State			Phone No.		
Position						Supervisor			Monthly Income			From / /			to / /					
Previous Employer						Name			Business Address			City			State			Phone No.		
Position						Supervisor			Monthly Income			From / /			to / /					

Emergency Contact						Name			Full Address			Phone No.								
Automobile 1 st Car						Year			Make			Model			Color			Tag #		
Automobile 2 nd Car						Year			Make			Model			Color			Tag #		
Reference: Name						Relationship						Phone No.								
Reference: Name						Relationship						Phone No.								
Bank Ref						Name			Location			City			State					

PETS: Yes No # _____ Type: _____ Breed _____ Age _____
 Weight _____

Do You Smoke? Yes No
 Note: Most properties prefer non-smokers; please tell Management if you require smoking accommodations.

Have you or any occupants ever been arrested for, convicted of, put on probation for, or had adjudication withheld or deferred for a felony? Yes No If yes, please explain: _____



HART PRO REALTY APPLICATION FOR RESIDENCY CONTINUED

NAME OF APPLICANT: _____

ADDRESS OF PROPERTY APPLIED FOR _____

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. **NON REFUNDABLE APPLICATION FEE**--Applicant(s) has paid to Landlord and/or Management Company herewith the sum of **\$50 single/\$75 married couple** as a **NON REFUNDABLE APPLICATION FEE** for costs, expenses and fees in processing the application. If applicant does not take possession of the property as provided in the executed lease then all deposits held shall be forfeited to Hart Pro Realty. Keys will be furnished only after 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 HAVE READ AND AGREE TO THE PROVISIONS AS STATED

Applicant Signature Date

SECURITY DEPOSIT	\$ _____	OFFICE USE ONLY
PET FEE	\$ _____	
CREDIT CHECK FEE	\$ _____	
PAID WITH APPLICATION	\$ _____	
BALANCE OF DEPOSIT DUE	\$ _____	AGENT: _____
FIRST MONTH'S RENT	\$ _____	RENT: _____
TOTAL DUE BEFORE MOVE IN	\$ _____	MOVE-IN: _____
RECEIVED BY: _____	\$ _____	
LAST MONTH	\$ _____	REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO
		STATUS: _____

WHERE DID YOU HEAR OF US? Pennysaver Daytona News Journal Hart Pro Realty Website
 Personal Referral Realtor.com Walk-In Craigslist Other _____

Agent
 Comments: _____

COPY OF I.D.



REQUEST FOR VERIFICATION OF RESIDENCY OR EMPLOYMENT

We have received a rental application from the applicant listed below, whom we understand is currently employed by you or to whom you currently rent, or rented in the past.

INSTRUCTIONS: HART PRO REALTY - Complete items 1 thru 8. Have applicant(s) complete item 9. Forward directly to LANDLORD/EMPLOYER named in item 1.
LANDLORD / EMPLOYER - Please complete Part II as applicable. Sign and return directly to Hart Pro Realty at the address in item 2.

PART I - REQUEST

1. TO (Name and address of Landlord/Employer)	2. FROM Hart Pro Realty 159 W Granada Blvd Ormond Beach, FL 32174 386.615.0789 386.615.9145 (Fax)
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3. NAME of Hart Pro Realty contact requesting information	5. DATE
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6. INFORMATION TO BE VERIFIED		
<input type="checkbox"/> Employment <input type="checkbox"/> Rental <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____	Property / Employer Address	Name of Supervisor / Landlord

8. NAME AND ADDRESS OF APPLICANT(S)	9. SIGNATURE OF APPLICANT(S)

PART II - TO BE COMPLETED BY LANDLORD / EMPLOYER

<input type="checkbox"/> RENTAL DATA <input type="checkbox"/> PRESENT <input type="checkbox"/> PAST Tenant has rented since _____ to _____ Amount of rent \$ _____ per _____ Is rent in arrears? Yes <input type="checkbox"/> No <input type="checkbox"/> Amount \$ _____ Period _____ Number of times 30 days past due _____ Is account in good standing? Yes <input type="checkbox"/> No <input type="checkbox"/> Would you rent to tenant again? Yes No	<input type="checkbox"/> EMPLOYMENT DATA EMPLOYER- <input type="checkbox"/> PRESENT <input type="checkbox"/> PAST Position held _____ from _____ to _____ Approx hrs _____ per _____ Pay rate \$ _____ per _____ Reason for leaving (if a past employment) _____ _____ _____
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ADDITIONAL INFORMATION which may be of assistance in determining applicant's

SIGNATURE OF LANDLORD / EMPLOYER	TITLE	DATE
	PHONE NO.	

The confidentiality of the information you have furnished will be preserved except where disclosure of this information is required by applicable law. The form is to be transmitted directly to Hart Pro Realty and is not to be transmitted through the applicant or any other party.



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