

## IMPORTANT INFORMATION REGARDING THE RENTAL APPLICATION



**PLEASE READ!**



Dear Prospective Tenant:

Thank you so much for viewing this rental property. We are glad you are interested in finding out more information about our rental properties.

### NON-REFUNDABLE APPLICATION FEE:

If you are interested in renting this home, please complete the attached Rental Application and return it to our office with a Non-Refundable Application Fee of:



- » **Single Applicant(s)**.....**\$50.00 per applicant**
- » **Married Applicants (*same last names; no hyphenations*)**.....**\$60.00 per couple**
- » **Married Applicants (*different last names or hyphenations*)**.....**\$100.00 per couple**

### EARNEST MONEY DEPOSIT:

In addition, the offer must be accompanied with a check in the amount equal to one month's rent representing the Earnest Money Deposit. If paid two (2) weeks prior to move-in, a personal check is acceptable. If paid less than two (2) weeks prior to move-in, the funds must be in a cashiers check or money order. NO EXCEPTIONS. If the property owner denies your Rental Application, the Earnest Money Deposit is refundable. If the property owner accepts your Rental Application, the deposit is applied to the first month's rent.



- » **Application Fee and Earnest Money Deposit must be in two separate checks payable to: BEV ROBERTS RENTALS, INC.**

### RENTAL APPLICATION:

Please read the rental offer carefully and print clearly to avoid any delay. The offer process can take approximately 24 to 48 hours. Once your credit report is processed and the property owner accepts the rental offer, we will then draft a Residential Rental Contract (Lease) and obtain signatures. For your convenience, you will find a printable "Step-By-Step Instructions to Renting a Home" on our website under 'Forms' at [www.RobertsRentals.net](http://www.RobertsRentals.net).



- » **The Rental Application must be filled out completely.**
- » **Include the rental property's address at the top of page 1.**
- » **Your signature(s) are required on the bottom of page 3.**

Bev Roberts Rentals makes the renting process as simple and pleasant as possible! If you have any questions or need additional information, please do not hesitate to call.

Sincerely,



Bev Roberts  
Broker/Owner



Bev Roberts Rentals, Inc.  
2500 Regency Parkway  
Cary, North Carolina 27518

**Phone** (919) 306-5665  
**Fax** (919) 674-2049  
**E-mail** [Bev@RobertsRentals.net](mailto:Bev@RobertsRentals.net)  
**Web site** [www.RobertsRentals.net](http://www.RobertsRentals.net)



### PROPERTY AND AGENT INFORMATION

The undersigned hereby makes an offer to rent the property located at:

Address:		City:
Lease start date:     /     /	Lease term:                    months	Monthly rental amount:     \$
Showing Agent:		Company:
Agent Phone:     (     )     -		Agent Email:

### APPLICANT INFORMATION

Applicant 1:		Social Security #:     -     -     -	DOB:     /     /
Applicant 2:		Social Security #:     -     -     -	DOB:     /     /
Applicant 1:	Home (     )     -	Work (     )     -	Cell (     )     -
Applicant 2:	Home (     )     -	Work (     )     -	Cell (     )     -
Email:		Email:	

Names and ages of dependents and/or other occupants: \_\_\_\_\_

Type of Pet	Number	Breed	Size/Weight	Age	Inside/Outside

Drivers License #:	State:	Expiration Date:     /     /
Drivers License #:	State:	Expiration Date:     /     /

Vehicle Make/Model	Year	Tag Number	State

### RESIDENCE HISTORY INFORMATION

PAST THREE YEARS STARTING WITH THE MOST CURRENT ADDRESS.

Current Address:		City:	State:	Zip:
Years residing at current address:	Reason for moving:			
Monthly Payment:     \$	<input type="checkbox"/> Rent	<input type="checkbox"/> Own	Have you given notice?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you own any real estate?		<input type="checkbox"/> Yes <input type="checkbox"/> No		
If you own your home, what are you doing with it when you vacate?				
Owners Name or Management Company:			Landlord Number: (     )     -	

Previous Address:		City:	State:	Zip:
Years residing at past address:	Reason for moving:			
Owners Name or Management Company:			Landlord Number: (     )     -	

Previous Address:		City:	State:	Zip:
Years residing at past address:	Reason for moving:			
Owners Name or Management Company:			Landlord Number: (     )     -	

**EMPLOYMENT INFORMATION**

PLEASE PROVIDE INCOME VERIFICATION IF YOU ARE SELF EMPLOYED.

Applicant 1 Status:	<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Student	<input type="checkbox"/> Retired	Income: \$	<input type="checkbox"/> Monthly	<input type="checkbox"/> Yearly
Applicant 1 Employer:						Start Date:	/ /
Supervisor:					Supervisor Number:	( ) -	
Business Address:	City:			State:		Zip:	

Applicant 2 Status:	<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Student	<input type="checkbox"/> Retired	Income: \$	<input type="checkbox"/> Monthly	<input type="checkbox"/> Yearly
Applicant 2 Employer:						Start Date:	/ /
Supervisor:					Supervisor Number:	( ) -	
Business Address:	City:			State:		Zip:	

**HAVE YOU EVER:** FILED FOR BANKRUPTCY?  NO  YES What year? \_\_\_\_\_  
 BEEN EVICTED FROM A TENANCY?  NO  YES What year? \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION**

EMERGENCY CONTACT PERSON MUST BE SOMEONE LIVING OUTSIDE OF YOUR RESIDENCE.

Emergency Contact Name:				Relationship:			
Address:			City:		State:		Zip:
Contact #'s:	Home ( ) -	Work ( ) -	Cell ( ) -				

This offer hereby constitutes my offer to the owner of the above described property, through Bev Roberts Rentals, Inc., to lease the premises for the term and upon the conditions set forth in this offer. I hereby tender the application fee of \$\_\_\_\_\_, which is non-refundable. I also hereby tender \$\_\_\_\_\_ as earnest money to be refunded to me if this offer is not accepted by the owner of the above-described property. However, I agree that the earnest money shall be applied to the first month's rent upon acceptance of this offer by the owner. Before I am given possession of the premises, I agree to execute a lease agreement for the premises and pay the security deposit as determined by the owner.

I acknowledge and agree that the earnest money is freely given to the owner and/or owners agent in consideration of the owner's act of removing the premises from the real estate market in reliance on this offer to lease. Therefore, I agree that if I fail or refuse, for any reason whatsoever, to execute the lease agreement once it has been communicated to me that the offer has been accepted by the owner, I understand and agree that the owner will retain the full amount of the earnest money as liquidated damages, which I freely acknowledge is not a penalty but rather a reasonable expectation of damages which the owner may incur as a result of temporarily removing the premises from the real estate market and attempting to find another party to lease the premises.

Notwithstanding the preceding terms of my offer, I acknowledge and agree that owner and/or owner's agent may terminate this agreement without liability of any kind after owner's acceptance in the event that my offer is not approved due to negative information either contained in my credit report(s) and/or discovered after consulting with rental references. In said event, I have the right to demand and secure the return of the earnest money from owner or owner's agent. Otherwise, the remaining terms of my offer shall control upon acceptance of offer by owner and owner's agent.

I understand and authorize Bev Roberts Rentals, Inc. and/or any investigative agency employed by Bev Roberts Rentals, Inc., a full credit history including but not limited to credit report, contacting employers, contacting landlords and verifying criminal background. I hereby release all parties from all liability for any damage that may result from furnishing this information. I hereby acknowledge that the above information is correct to the best of my knowledge.

I understand that my rental offer processing fee of \$50/single \$60.00/married is non-refundable. I understand and agree that Bev Roberts Rentals, Inc. will collect from me the equivalent of one month's full rent as earnest money PRIOR to processing my offer.

This earnest money is given to validate my intention to rent the property upon approval of my offer. I understand the earnest money will be deposited immediately into Bev Roberts Rentals, Inc. Trust Account.

Once your offer information is processed, we contact the owner of the property to present your rental offer. Please allow time for the owner of the property to consider your offer. If you are denied, a check will be issued to you to refund your earnest money check within two days of check clearance. Upon approval of your offer, a lease will be drafted and arrangements for obtaining signatures made.

The property is available for the advertised lease term. If you request a lease term other than that advertised, the Landlord may request additional rent or may deny your offer.

