

# Donova Property Management, LLC

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## Rental Application for Kent Park Homes, LLC

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**INSTRUCTIONS:** Each prospective tenant must submit a completed rental application (for a total of 3 applications per house), along with a \$50 application fee in the form of a check or money order only (no cash), before desired property is taken off the market. Management will then hold the rental unit for 7 days, during which time prospective tenants have the option of returning signed leases to rental office. If ALL leases are not returned, along with the required move-in monies, during this 7-day period, desired property will be returned to market.

The \$50 application fee will be applied to the security deposit as long as the tenant's lease is returned to the rental office within 7 days of the date that the tenants received their leases. If it takes longer than 7 days to return the lease, then the full amount of the security deposit will be due at the time the lease is turned in.

PROPERTY UNIT DESIRED \_\_\_\_\_ DATE APPLICATION SUBMITTED \_\_\_\_\_

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### PERSONAL INFORMATION

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APPLICANT'S FULL NAME \_\_\_\_\_ PHONE \_\_\_\_\_

First middle last name

CELL \_\_\_\_\_

street address \_\_\_\_\_

LANDLORD \_\_\_\_\_

city, state zip

name phone

SOCIAL SECURITY NUMBER \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

**please print legibly – lease will be emailed to you**

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### PARENTAL INFORMATION

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PARENT'S NAME (S) \_\_\_\_\_

father's name mother's name

PARENT'S ADDRESS \_\_\_\_\_

street address \_\_\_\_\_

PHONE \_\_\_\_\_

city, state zip

PARENT'S EMAIL: (REQUIRED) \_\_\_\_\_

**please print legibly – lease will be emailed to parent**

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**EMPLOYMENT HISTORY**

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\*A parental co-signer will be required if applicant's monthly income is less than four times the rent.

APPLICANT'S EMPLOYER \_\_\_\_\_ HOW LONG? \_\_\_\_\_  
ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_  
\_\_\_\_\_ POSITION \_\_\_\_\_  
MONTHLY INCOME\* \_\_\_\_\_

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**REFERENCES**

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NAME \_\_\_\_\_ PHONE (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
NAME \_\_\_\_\_ PHONE (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

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**ILLEGAL ACTIVITY**

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Have you or any occupant residing in the home ever been convicted for the use, possession, transfer or creation of illegal drugs ? NO \_\_\_\_\_ YES \_\_\_\_\_

Have you or any other occupant residing in the home ever been convicted of any other felony? NO \_\_\_\_\_ YES \_\_\_\_\_

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**EVICITION HISTORY**

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Have you ever been evicted? NO \_\_\_\_\_ YES \_\_\_\_\_

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**PETS**

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**PETS ARE NOT PERMITTED IN ANY RENTALS. IF A PET IS FOUND IN THE RESIDENCE IT WILL BE CAUSE FOR IMMEDIATE EVICTION.**

\_\_\_\_\_  
Initials

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**IN CASE OF EMERGENCY**

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CONTACT \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

ADDRESS \_\_\_\_\_  
\_\_\_\_\_

PHONE NUMBER OF CONTACT \_\_\_\_\_

# APPLICATION FEE

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Dear Potential Tenant,

If interested in a rental unit you will be asked to fill out a rental application. **When submitting the application it is required that you also submit a \$50.00 APPLICATION FEE.** This application fee is for the consideration of removing the rental unit from the market during the application process, which is a process of checking all credit and background references as outlined in the RENTAL POLICY. Once the application process is completed, one of the following will happen with the application fee:

1. If APPROVED, your application fee will be applied to your deposit AS LONG AS YOUR LEASE IS RETURNED WITHIN 7 DAYS FROM THE DATE YOU RECEIVED IT.
2. If NOT APPROVED, your application fee will be returned.
3. If applicant is approved and changes her/his mind, then she/he will lose the application fee.

I certify that the above information is correct and I understand that this application may be revoked if any of the information furnished is found to be incorrect. I authorize you to contact any references and check any credit listed on this application.

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APPLICANT'S SIGNATURE

DATE