



Rental Policy Guidelines

To apply for a home, each person 18 or older must complete an application. The application fee is **\$40.00** per applicant.

Each applicant will have to present:

1. A valid photo identification and social security number.
2. Proof of ability to pay, i.e., a check stub, social security documentation, income tax return, etc.

The decision to rent to you may be based in whole or in part on:

1. Your employment and income.
2. Your residence history.
3. Your credit history.
4. The existence of any criminal history.

We want to rent you a home. If you have credit problems, we will work hard to find a way to get your application approved. A good employment history and income and/or a good residence history may be all it takes to overcome previous credit issues, if that doesn't apply; an increased security deposit or a qualified co-signor will normally do it.

Elite Property Management, Inc. does not own the home for which you are applying. Elite Property Management, Inc. represents and acts in the best interest of the property owner. The property owner may make the final decision whether or not to rent to you and each application is considered on a case-by-case basis. Homes are rented "as is" unless otherwise noted in writing. Occupancy is normally limited to two (2) persons per bedroom. Pets are considered on a case-by-case basis.

A **nonrefundable application fee** must be paid before your application will be considered. After being notified of your application approval, we will hold the house for up to 24 hours until you pay the required holding fee of one-half of a full month's rent. The holding fee will take the house off the market until the agreed upon move in date. The holding fee is **nonrefundable** and at move in, will be applied towards rent due. Depending on the day of the month you move in, you may have rent credit or you may have to pay additional rent due. Any remaining rent due and the security deposit must be paid prior to move in and it must be with a certified check or money order. If you do not move in by the date agreed upon, the holding fee will not be refunded and may not apply towards your rent at a later move in date.

Applicant's Initials _____

No representation is made concerning the safety of the community or the property or the effectiveness or operability of any security devices or measures. There is no guarantee of safety of the Tenant(s) and/or their guests against the criminal or wrongful act of third parties. Should you have any concerns about the possibility of registered sex offenders who may live near the home for which you are applying, consult the Sex Offender Registry at <http://www.scattorneygeneral.com/public/registry.html> or ask our representative for more information.

Lead Warning Statement: Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. If this is an area of concern for you, please ask our representative for any lead-based paint information available regarding the home for which you are applying.

ELITE PROPERTY MANAGEMENT, INC. DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, FAMILIAL STATUS, HANDICAP, OR NATIONAL ORIGIN.

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Applicant's Initials _____

Initialing above indicates that you understand and agree to the above statements

Rental Application

(12062011)

Address of Property to Be Rented: _____

Date you want to move in: _____ Price: _____

Applicant

Full Name: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Social Security Number: _____

Birthday: _____

Driver's License Number/State: _____

Car make/model: _____ Tag # _____

Additional Occupants

List everyone, including children, who will live with you (do not include yourself):

Full Name: _____

Birthdate: _____

Full Name: _____

Birthdate: _____

Full Name: _____

Birthdate: _____

Full Name: _____

Birthdate: _____

Full Name: _____

Birthdate: _____

Current Address: _____

Move in date: _____ Monthly rent/ mortgage: _____ Deposit: _____

Reason for Leaving: _____

Landlord/Manager: _____

Landlord/Manager's Phone: _____

Previous Address: _____

Move in date: _____ Monthly rent/ mortgage: _____

Reason for leaving: _____

Landlord: _____

Landlord Phone number: _____

Employment Information:

Employer: _____

Employer city and state: _____

Phone: _____ Hire date: _____

Position or Title: _____

Salary: _____

Previous Employer: _____

Employer city and state: _____

Phone: _____ Hire date: _____

Position or Title: _____

Salary: _____

Reason for leaving: _____

Additional Income

Other sources and amounts of additional income that you would want us to consider in making our decision to rent to you:

References and Contacts

Please include at least two professional references.

Name:	Relationship:	Phone:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Final Information

Have you lived outside South Carolina in the past 5 years? Yes/No

If yes, what states? _____

Have you or anyone that will live at the home ever:

Been evicted? **Yes / No** Been convicted of a crime? **Yes / No**

Explain any "yes" listed above:

Do you have any unpaid charges for past due rent or damages? **Yes / No**

If you are behind, how much? Please explain.

Do you or anyone else living in the home smoke? **Yes / No**

If so, who? _____

Do you have a pet? _____. If yes please provide details:

I hereby certify that all the information given above is true and correct and understand my rental agreement may be terminated if I have made any false or incomplete statements in this application.

I authorize Elite Property Management, Inc. to obtain information from my credit sources, current and previous Landlords, employers, personal references and law enforcement authorities. I authorize my credit sources, credit bureaus, my current and previous Landlords, my employers, personal references and law enforcement authorities to disclose to Elite Property Management, Inc, or its assigns, such information as they may request.

I authorize Elite Property Management, Inc, or its assigns, to disclose any of the information obtained about me during the application process to the property owner(s).

Date _____

Applicant _____

How did you find out about this home: _____ -

Notes: