

100 Corporate Center Dr, Suite B
Stockbridge, GA 30281
Phone: 770-898-1700
FAX: 770-456-5962

RE/MAX ADVANTAGE

Sandra McCrary and Robin Brake

APPLICATION FOR TENANCY

**All applications must be presented to
Sandra McCrary or Robin Brake
RE/MAX Advantage
100 Corporate Center Dr, Suite B
Stockbridge, GA 30281
Phone: 770-898-1700
Sandra: 770-506-1240 Direct
Robin: 770-506-1275 Direct**

Each application must be accompanied by the appropriate application fee and a copy of each applicant's Driver's License. Applicants must complete the required information and agree to credit check, past rental or ownership payment history, criminal background report, employment verification and Department of Motor Vehicles report.

Pets are allowed only for those properties that are advertised as allowing pets and must comply with the type, breed, size and number of pets allowed.

**Application Fees:
\$50.00 per person
\$75.00 for Married Couples**

Rental Reservation Fee:

The Rental Reservation Fee, equal to the First Month's Rental Amount, will be due and payable at the time of approval. This fee will be credited to the first month's rent. This fee is non-refundable should the applicant not move-in on the agreed upon date.

Security Deposit:

The Security Deposit, equal to the monthly rental amount, is due and payable at the time of the Move-In Inspection.

Pet Fee:

The non-refundable pet fee is due and payable at the time of the Security Deposit.

RE/MAX ADVANTAGE
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APPLICATION FOR TENANCY

Property Address: _____ **City:** _____ **Zip:** _____

Employment Information:

Applicant:

First Name: _____

Middle Name: _____

Last Name: _____

Home Phone #: _____

Cell Phone #: _____

SSN #: _____

Email: _____

Current Address: _____

City: _____ St: _____ Zip: _____

Current Rent Amount: _____

From Date (MM/YYYY) _____

To Date: (MM/YYYY) _____

Landlord Name: _____

Telephone #: _____

Co-Applicant:

First Name: _____

Middle Name: _____

Last Name: _____

Home Phone #: _____

Cell Phone #: _____

SSN #: _____

Email: _____

Current Address: _____

City: _____ St: _____ Zip: _____

Current Rent Amount: _____

From Date (MM/YYYY) _____

To Date: (MM/YYYY) _____

Landlord Name: _____

Telephone #: _____

National Criminal Report Information:

Gender: Male _____ Female _____

Race: _____

Birthdate (MM/DD/YYYY) _____

Gender: Male _____ Female _____

Race: _____

Birthdate (MM/DD/YYYY) _____

RE/MAX ADVANTAGE
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APPLICATION FOR TENANCY

Applicant:

Employer: _____

Address: _____

City: _____ State: __ Zip: _____

Job Description: _____

From Date (MM/DD/YYYY) _____

To Date (MM/DD/YYYY) _____

Wages \$ per month _____

Immediate Supervisor: _____

Phone Number: _____

Employer Fax Number: _____

Department of Motor Vehicles:

Driver's License #: _____

State: _____

Expiration Date: _____

Co-Applicant:

Employer: _____

Address: _____

City: _____ State: __ Zip: _____

Job Description: _____

From Date (MM/DD/YYYY) _____

To Date (MM/DD/YYYY) _____

Wages \$ per month _____

Immediate Supervisor: _____

Phone Number: _____

Employer Fax Number: _____

Driver's License #: _____

State: _____

Expiration Date: _____

Name(s) of ALL OTHERS that will occupy this residence:

Name: _____ **Age:** _____ **Relationship:** _____

Driver's License Number: _____ State: _____ Expiration Date: _____

Name: _____ **Age:** _____ **Relationship:** _____

Driver's License Number: _____ State: _____ Expiration Date: _____

Name: _____ **Age:** _____ **Relationship:** _____

Driver's License Number: _____ State: _____ Expiration Date: _____

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Additional Information:

Additional Income:

Additional Income: _____ Amount: _____

Additional Income: _____ Amount: _____

Additional Income: _____ Amount: _____

Automobiles:

Make: _____ Model: _____ Year: _____ Tag No. _____ State: _____

Make: _____ Model: _____ Year: _____ Tag No. _____ State: _____

Make: _____ Model: _____ Year: _____ Tag No. _____ State: _____

Major Credit Accounts:

Card/Firm	Issuing Bank	City	Account #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Nearest Relative (in case of emergency)

Name: _____ Relationship: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Phone Number: _____

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APPLICATION FOR TENANCY

Applicant(s) Hereby Understand(s) and Agree(s)

The undersigned Applicant and Co-Applicant hereby state that all information contained herein is true and complete and ReMax Advantage is hereby authorized to verify such information.

Should any information contained in this application be false or not provided ReMax Advantage or the owners of the property, the owners may reject this application, terminate the right of occupancy and tenant shall forfeit all deposits and prepaid monies.

To deposit the sum of \$50.00 per unrelated applicant, or \$75.00 per married couple as a non-refundable application, credit investigation, employment verification and criminal background check fee.

To deposit the sum of \$ _____ as Rental Reservation fee to be applied as first month's rent after application and move-in are approved.

To deposit the sum of \$ _____ as Security Deposit at the time of acceptance of the Move-In inspection and Lease Signing

No pets are allowed without specific authorization and approval by the owner. A separate and non-refundable Pet Fee in the amount of \$ _____ shall be paid to the owner upon acceptance of the lease.

Type of Pet: _____ Name: _____ Weight: _____ Housebroken? _____

Failure to take possession of the property on the agreed upon commencement date shall cause loss of the Reservation Fee and cancellation of the Lease Agreement and Owner shall be entitled to retain all pre-paid and other deposited sums of money as liquidated damages.

I/We hereby authorize RE/MAX Advantage to investigate this application, obtain Credit Report, acquire a National Criminal report, verify Employment, Salary, Rental History and obtain a Department of Motor Vehicles report for review by management and the owner of the property for the purpose of approval or disapproval of this Lease Application.

Applicant: _____

Applicant Signature: _____ Date: _____

Co-Applicant: _____

Co-Applicant Signature: _____ Date: _____

RE/MAX ADVANTAGE

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RESIDENCY VERIFICATION FORM

Applicant: _____

Applicant: _____

Applicant has applied for occupancy at one of the properties our company manages. Your name was given as a previous or current landlord. We would appreciate your assistance in determining the qualifications of the above mentioned individual(s).

TO BE COMPLETED BY LANDLORD: Please fill out the lower portion and fax back to: 770-456-5962

Rental Address: _____

Landlord/Manager: _____

Landlord/Manager Fax Number: _____

Rental Dates: FROM: _____ TO _____

Rental Amount: _____

Number of Late Payments: 1-15 Days: ____ 15-30 Days: ____ Over 30 Days: ____

Did you have to file any warrants for eviction? _____

Did they receive their deposit back: _____

Does the tenant owe any outstanding balance? _____ Total: _____

Did the tenant cause any damage? _____

Did the tenant give proper notice? _____

Would you re-rent to this tenant? _____

Are you related to tenant? _____

Landlord Name: _____ Title: _____

Signature: _____ Date: _____

RE/MAX Advantage is hereby authorized to investigate this application, obtain credit report, acquire a Criminal background check, verify employment, salary and rental history for review by management.

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

RE/MAX ADVANTAGE

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EMPLOYMENT VERIFICATION FORM

Applicant: _____

Applicant has applied for occupancy at one of the properties our company manages. Your name was given as a previous or current employer. We would appreciate your assistance in determining the qualifications of the above mentioned individual(s).

Please fill out the lower portion and fax back to: 770-456-5962

Name of Employer: _____

Employer Address: _____

Employer Fax Number: _____

Position: _____

Dates of Employment: _____ TO _____

Gross Monthly Income: _____

Does the above amount include overtime or bonuses? _____

What are the chances of continued employment? _____

Is the employee on leave of absence? _____

If so, is this absence paid or unpaid? _____

Additional comments: _____

Employer: _____

Signature: _____ Date: _____

RE/MAX Advantage is hereby authorized to investigate this application, obtain credit report, acquire a criminal background check, verify employment, salary and rental history for review by management.

Applicant Signature: _____ **Date:** _____

THANK YOU.

RE/MAX ADVANTAGE

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EMPLOYMENT VERIFICATION FORM

Applicant: _____

Applicant has applied for occupancy at one of the properties our company manages. Your name was given as a previous or current employer. We would appreciate your assistance in determining the qualifications of the above mentioned individual(s).

Please fill out the lower portion and fax back to: 770-456-5962

Name of Employer: _____

Employer Address: _____

Employer Fax Number: _____

Position: _____

Dates of Employment: _____ TO _____

Gross Monthly Income: _____

Does the above amount include overtime or bonuses? _____

What are the chances of continued employment? _____

Is the employee on leave of absence? _____

If so, is this absence paid or unpaid? _____

Additional comments: _____

Employer: _____

Signature: _____ Date: _____

RE/MAX Advantage is hereby authorized to investigate this application, obtain credit report, acquire a criminal background check, verify employment, salary and rental history for review by management.

Applicant Signature: _____ **Date:** _____

THANK YOU.