

# Executive One Realty

## APPLICANT

Full Legal Name \_\_\_\_\_

Home Phone \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

Marital Status (Circle One) Married Single Divorced Widow Significant Other

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_

In Case of Emergency, Name & Number \_\_\_\_\_

How many adults will be living in this home with you? \_\_\_\_\_

How many children under 18 will be living in this home with you? \_\_\_\_\_

Current Address \_\_\_\_\_

Current Landlord's Name \_\_\_\_\_

Landlord's Contact Number \_\_\_\_\_

How long at this address? \_\_\_\_\_ Reason for moving \_\_\_\_\_

Current Rent Amount \_\_\_\_\_

Prior Address \_\_\_\_\_

Prior Landlord's Name \_\_\_\_\_

Prior Landlord's Contact Number \_\_\_\_\_

How long at this address? \_\_\_\_\_

Current Employer \_\_\_\_\_

Employer Contact Number \_\_\_\_\_

Position \_\_\_\_\_ Supervisor \_\_\_\_\_

How long have you been employed here? \_\_\_\_\_ Monthly Income \_\_\_\_\_

Have you ever filed bankruptcy? If so, what year? \_\_\_\_\_ What kind? \_\_\_\_\_

Do you have any liens, judgments or collections on your credit? \_\_\_\_\_

Do you now have or have you had in the past a criminal record? If yes, please explain  
\_\_\_\_\_

Should you be registered in any state of a criminal offense? If yes, please explain  
\_\_\_\_\_

Will you or anyone living with you have animals? (Circle One) YES NO

What kind? \_\_\_\_\_ What breed? \_\_\_\_\_

What size? \_\_\_\_\_ Names? \_\_\_\_\_

Are you a smoker? YES NO

Do you have children? YES NO

Do you own Real Estate? \_\_\_\_\_ Have you or your spouse ever  
had a foreclosure? If yes, please explain \_\_\_\_\_

Have you ever been evicted from any rental premises? \_\_\_\_\_

Have you ever been convicted of a crime? \_\_\_\_\_

Do you pay child support? YES NO

If so, are you current on your payments? YES NO

Paid through courts? YES NO

Do you have ANY back taxes? YES NO

THIS IS A NON-SMOKING PROPERTY AT ALL TIMES.

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PROPERTY MANAGEMENT MUST BE NOTIFIED OF ANY AND ALL PHONE  
NUMBER CHANGES IMMEDIATELY UPON CHANGE \_\_\_\_\_  
Initial

1. Reference (not a relative) Name \_\_\_\_\_  
Phone Number \_\_\_\_\_

2. Reference (not a relative) Name \_\_\_\_\_  
Phone Number \_\_\_\_\_

I/We have never been evicted from a home or a business. \_\_\_\_\_  
Initial

Applicant hereby agrees and acknowledges that all pertinent information has been provided to the Property Management Company that may be informative for company and/or manager to make important decisions concerning the rental of the property.

Applicant understands and agrees that they are held fully responsible for all rents and to the term and conditions as well as attached addendums.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant(s) represent that all of the above statements are true and complete and hereby authorize verification of above information, references, and credit information. Applicant(s) acknowledge that false information herein may constitute grounds for the rejection of this application.

**By signing below, I acknowledge all information provided to this application is true and correct:**

Printed Name \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

# Executive One Realty

## CO-APPLICANT

Full Legal Name \_\_\_\_\_

Home Phone \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

Marital Status (Circle One) Married Single Divorced Widow Significant Other

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_

In Case of Emergency, Name & Number \_\_\_\_\_

Current Address \_\_\_\_\_

Current Landlord's Name \_\_\_\_\_

Landlord's Contact Number \_\_\_\_\_

How long at this address? \_\_\_\_\_ Reason for moving \_\_\_\_\_

Current Rent Amount \_\_\_\_\_

Prior Address \_\_\_\_\_

Prior Landlord's Name \_\_\_\_\_

Prior Landlord's Contact Number \_\_\_\_\_

How long at this address? \_\_\_\_\_

Current Employer \_\_\_\_\_

Employer Contact Number \_\_\_\_\_

Position \_\_\_\_\_ Supervisor \_\_\_\_\_

How long have you been employed here? \_\_\_\_\_ Monthly Income \_\_\_\_\_

Have you ever filed bankruptcy? If so, what year? \_\_\_\_\_ What kind? \_\_\_\_\_

Do you have any liens, judgments or collections on your credit? \_\_\_\_\_

Do you now have or have you had in the past a criminal record? If yes, please explain  
\_\_\_\_\_

Should you be registered in any state of a criminal offense? If yes, please explain  
\_\_\_\_\_

Will you or anyone living with you have animals? (Circle One) YES NO

What kind? \_\_\_\_\_ What breed? \_\_\_\_\_

What size? \_\_\_\_\_ Names? \_\_\_\_\_

Are you a smoker? YES NO

Do you have children? YES NO

Do you own Real Estate? \_\_\_\_\_ Have you or your spouse ever had a foreclosure? If yes, please explain \_\_\_\_\_

Have you ever been evicted from any rental premises? \_\_\_\_\_

Have you ever been convicted of a crime? \_\_\_\_\_

Do you pay child support? YES NO

If so, are you current on your payments? YES NO

Paid through courts? YES NO

Do you have ANY back taxes? YES NO

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**THIS IS A NON-SMOKING PROPERTY AT ALL TIMES.**  
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PROPERTY MANAGEMENT MUST BE NOTIFIED OF ANY AND ALL PHONE  
NUMBER CHANGES IMMEDIATELY UPON CHANGE \_\_\_\_\_  
Initial

1. Reference (not a relative) Name \_\_\_\_\_  
Phone Number \_\_\_\_\_

2. Reference (not a relative) Name \_\_\_\_\_  
Phone Number \_\_\_\_\_

I/We have never been evicted from a home or a business. \_\_\_\_\_  
Initial

Applicant hereby agrees and acknowledges that all pertinent information has been provided to the Property Management Company that may be informative for company and/or manager to make important decisions concerning the rental of the property.

Applicant understands and agrees that they are held fully responsible for all rents and to the term and conditions as well as attached addendums.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant(s) represent that all of the above statements are true and complete and hereby authorize verification of above information, references, and credit information. Applicant(s) acknowledge that false information herein may constitute grounds for the rejection of this application.

**By signing below, I acknowledge all information provided to this application is true and correct:**

Printed Name \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

# Executive One Realty

## NO SMOKING POLICY

Dear Tenant(s):

To protect our owner's interest, and to preserve and enhance the quality of our homes, smoking is prohibited in all of the enclosed areas within all of our represented homes, including garages, patios, Arizona rooms, and sun screen rooms. All smoking must be done outside the property and at least 12 feet away from the nearest door entrance to the home. Failure to comply with all of the components of this policy will constitute a breach of contract and is grounds for eviction.

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

# Executive One Realty

## CRIME FREE ADDENDUM

In consideration for the execution or renewal activity, including drug related criminal activity, on or near the said premises.

“Drug Related Criminal Activity” means the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use an illegal or controlled substance (as defined in Section 102 of the Controlled Substance Act) (21 U.S.C. 802)

Tenant or company thereof shall not engage in criminal activity on said premises, will not permit the dwelling unit to be used for, or to facilitate criminal activity.

Tenant shall not engage in the unlawful manufacturing, selling, using, storing, keeping or giving of an illegal or controlled substance as defined in A.R.S. 13-345I, at any location whether on or near the dwelling unit premises.

Should the OWNER/PROPERTY MANAGEMENT COMPANY suspect any illegal criminal activity, it is at the discretion of the OWNER/PROPERTY MANAGEMENT COMPANY to enter the said property without notice.

Tenant has disclosed any past and/or present criminal charges, and/or understands and agrees that tenant has never been convicted of a past crime.

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_



# Executive One Realty

I/We, represent that the information provided in this application is TRUE and CORRECT to the best of my knowledge. \_\_\_\_\_  
Initial

I/We, have never been evicted from a property in any City or State in the United States. \_\_\_\_\_  
Initial

I/We, understand this is a NON-SMOKING property. \_\_\_\_\_  
Initial

I/We, understand there is a \$200.00 pet fee/per pet. Animals must be confirmed and approved by property management company. \_\_\_\_\_  
Initial

I/We, understand that there is a \$500.00 fee for any earlier termination on the lease.  
\_\_\_\_\_  
Initial

I/We, understand that the Landlord/Property Management Company/Owner is authorized to verify the references, employment information, and rental backgrounds, and to obtain a credit report. \_\_\_\_\_  
Initial

Tenant Printed Name \_\_\_\_\_

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

Driver's License Number \_\_\_\_\_

Co-Tenant Printed Name \_\_\_\_\_

Co-Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

Driver's License Number \_\_\_\_\_

# Executive One Realty

## TENANT SECURITY DEPOSIT REQUIREMENT FOR RETURN OF DEPOSIT ADDENDUM TO APPLICATION AND LEASE

Executive One Realty acknowledges that all tenants clean their homes in a different way. Because we want to deliver a well-maintained and clean home, we choose to deduct the cleaning from your deposit in order that we may have our cleaning crew take care of this when you vacate. Please note, we ask that you take all of your belongings. Please clear the house and property of all debris, to include garbage (including boxes, unused items, furniture, plastics, toys, car materials of any and all kinds, book cases, kitchen items, bedroom items, etc.)

In order to keep cost at a minimum for the cleaning, please wipe down too surface cleaning. The cleaning crew will do the deep cleaning such as oven/stoves, refrigerators, microwaves, and other kitchen appliances, ceiling fans and window coverings. It is your obligation to wipe down all bathroom drawers, kitchen drawers, kitchen cabinets and under sink areas.

Initials \_\_\_\_\_ Executive One Realty will have carpet and/or tile cleaned and charged to tenants. Should there be any damage to carpet that is due to neglect on the tenant's behalf, there will be a charge to reflect repair or replacement taken out of tenant's deposit. Normal wear and tear cleanup is expected. No tears or spills larger than a size of a dime will be accepted without charging to tenant (Approximately \$200-\$400).

Initials \_\_\_\_\_ Property management shall have a professional house cleaner clean the home and the cleaning cost will be deducted from the deposit. Tenant is responsible to leave property in an acceptable condition and to remove all debris of any kind at the time they vacate. Tenant will be charged for a professional cleaning. All windowsills, mini blinds, and shutters should be grease free and all heavy dirt removed (Approximately \$300-\$400).

Initials \_\_\_\_\_ Use of picture hooks and small nail hooks are preferred. When the tenant vacates, the tenant will remove all nails. Repair or replacement of doors or walls with holes will be deducted from deposit if not sufficiently done by tenant (Approximately \$50-\$150).

Initials \_\_\_\_\_ Tenant shall have kitchen appliances wiped down, grease free and cabinets and drawers wiped and empty. Tile grout on floor has been cleaned, and should it need a professional cleaning, that will come out of the tenant's deposit. Bathrooms are to be wiped down. Cabinets and drawers shall be wiped and emptied. Should any mold be detected that the tenant has not brought to the attention of the property management, the cost to repair the mold will be charged to tenant and taken out of deposit.

Initials \_\_\_\_\_ Due to animals and heavy sun exposure, tenant understands that the owner will not provide sunscreens to windows. Should tenants want screens, tenants will provide and install at their own expense.

Initials \_\_\_\_\_ All burnt out light bulbs have been replaced or will be charged to tenant and taken out of tenant's deposit. Tenants have replaced smoke detector batteries. Tenants have placed a new air filter in their unit. If the date is not noted on these items, the tenant will be charge for them to be replaced. Front, back, and side yards to be trimmed and or clean from all pet feces and all debris. Excess garage grease will be charged to tenant. All debris left behind will be charged to the tenant for hauling off.

Initials \_\_\_\_\_ Repairs for burns and/or carpets spills will be charged to the tenant.

ANY DAMAGE NOT REPORTED ON THE MOVE-IN INSPECTION REPORT  
WILL BE CHARGED TO TENANT DEPOSIT.

**By signing below, the tenant(s) have been explained the cost that would be deducted from the security deposit and understand the above requirements.**

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

Co-Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

# Executive One Realty

## TENANT INSURANCE

Do you know who pays the bill if...

- Someone injures themselves on your premises?
- Your personal property is destroyed by fire?
- Your home improvements are destroyed by fire?
- Your house is burglarized? Theft or damage?
- Your dog bites someone?
- Accidental leakage and overflow toilet, sink or otherwise?
- Glass breakage?
- Misuse of electrical charge?
- Medical expenses?
- Bodily injury to others visiting your residence?
- Electrical outage on your TV, computer, etc?
- Someone is injured in tenant's pool brought onto property?
- Someone is hurt on tenant's trampoline?

**...YOU DO!**

**The owner and/or property management company and service contractors are NOT responsible for loss by theft, fire, or water damage to tenant's personal property. Owners and/or property management and/or property manager is NOT responsible for vicious dog bites to a visitor, neighbor or passerby. We strongly advise each tenant to carry renter's insurance coverage on their personal property in the event of fire, theft or water damage and/or tenant's dog attacking any passerby.**

**Contact your local insurance carrier and protect yourself as well as others!**

I/We, acknowledge that I/We have read and understand the above.

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

Co-Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_