



## Rental Requirements

- Signed and completed application
- Copy of state identification and social security card
- Money order in the amount of \$30.00 for anyone over the age of 18 and \$50.00 for married couple. Made out to J&L Exclusive Homes & Properties
- Money order for the security deposit. Made out to J&L Exclusive Homes & Properties
- Copy of the last (2) pay stubs or W-2 form

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Electric Utility:	Arizona Public service Salt River Project	602-371-7171 602-236-8888
Gas Utility:	Southwest Gas Company	877-860-6020
Telephone Utility:	Qwest Communications	800-244-1111
Cable Utility:	Cox Cable	623-594-1000
Water Utility:	City of Phoenix	602-262-6251
	City of Peoria	623-773-7160
	City of Glendale	623-930-3190
	City of Tempe	480-350-8361
	City of Goodyear	623-932-3010
	Johnson Utilities	480-987-9870
	City of Chandler	480-782-2280
	City of Gilbert	480-503-6800
	City of Mesa	480-644-4444
	Epcore	800-383-0834
	City of Surprise Sewer and trash	623-222-7000
	City of Avondale	623- 333-2005

20325 N 51st Ave #134 Glendale, AZ 85308  
jessica@jlexclusive.com  
Fax- 602-391-2116

J & L Exclusive Homes & Properties, Inc  
**APPLICATION FOR OCCUPANCY**

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Document:  
February 2013



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1. Address of Rental Property Applying for: \_\_\_\_\_

**APPLICANT PERSONAL INFORMATION**

2. **NAME:** \_\_\_\_\_

3. ☐ Single ☐ Married ☐ Separated ☐ Divorced (date of decree) \_\_\_\_\_

4. \_\_\_\_\_  
EMAIL ADDRESS TELEPHONE

5. \_\_\_\_\_  
SOCIAL SECURITY NUMBER DATE OF BIRTH

6. \_\_\_\_\_  
DRIVER'S LICENSE / GOVERNMENT ISSUED ID NUMBER STATE EXPIRATION DATE

7. \_\_\_\_\_  
DESIRED DATE OF OCCUPANCY DESIRED LENGTH OF LEASE

8. How did you hear about us?

9. ☐ Sign ☐ Our website ☐ Ad ☐ Referral: \_\_\_\_\_ ☐ Other: \_\_\_\_\_

**EMPLOYMENT & BANK REFERENCES (Minimum one year verified employment required)**

10. Current Employer: \_\_\_\_\_

11. Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

12. Telephone: \_\_\_\_\_ How long?: \_\_\_\_\_ Start date: \_\_\_\_\_

13. Department/Position: \_\_\_\_\_ Approximate Monthly Gross Income: \$ \_\_\_\_\_

14. If you have been with your current employer less than one year, please complete the following:

15. Previous Employer: \_\_\_\_\_

16. Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

17. Telephone: \_\_\_\_\_ How long?: \_\_\_\_\_ Date left: \_\_\_\_\_

18. Please provide a valid, enlarged copy of your current driver's license or government issued photo ID and your 2 most recent paystubs or proof of income.

20. Bank: \_\_\_\_\_ Branch: \_\_\_\_\_

21. Telephone: \_\_\_\_\_

22. Account Number (checking): \_\_\_\_\_ Account Number (savings): \_\_\_\_\_

23. Other Income: \_\_\_\_\_ (Indicate source & amount)

**RESIDENCE HISTORY (Minimum one year required)**

24. Current Rent/Mortgage Payment: \$ \_\_\_\_\_ How long?: \_\_\_\_\_ ☐ Own ☐ Rent

25. Current Address: \_\_\_\_\_

26. City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

27. Landlord: \_\_\_\_\_ Telephone: \_\_\_\_\_

28. If owned, please provide mortgage company name and address:

29. Mortgage Company: \_\_\_\_\_ Telephone: \_\_\_\_\_

30. Address: \_\_\_\_\_

31. City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

32. If you have been at your current address less than one year, please complete the following:

33. Previous Address: \_\_\_\_\_

34. City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

35. How Long?: \_\_\_\_\_

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**Application for Occupancy >>****PERSONAL REFERENCES**

36. 1. Name: \_\_\_\_\_ Relation: \_\_\_\_\_  
 37. Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
38. 2. Name: \_\_\_\_\_ Relation: \_\_\_\_\_  
 39. Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
40. 3. Name: \_\_\_\_\_ Relation: \_\_\_\_\_  
 41. Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**DEPENDENTS/ADDITIONAL OCCUPANTS**

42. Number of people who will occupy residence: \_\_\_\_\_
43. List occupants and their birthdates - CREDIT AND CRIMINAL BACKGROUND CHECKS WILL BE RUN ON EACH PERSON 18 & OVER.
44. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_  
 45. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_  
 46. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_  
 47. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ D.O.B.: \_\_\_\_\_
48. ☐ Additional occupants, see attached.
49. Person(s) to notify in case of emergency and that you authorize to enter and take possession of your personal property in the event of death, pursuant to A.R.S. §33-1314(F), disability or incarceration:
51. Name: \_\_\_\_\_  
 52. Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_  
 53. Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**PETS/SERVICE ANIMALS**

54. Will you have pets? ☐ Yes ☐ No (assistive and service animals are not considered "pets")
55. Description of pets (recent photo required):
56. Breed: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Weight: \_\_\_\_\_  
 57. Breed: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Weight: \_\_\_\_\_
58. Will you have an assistive or service animal? ☐ Yes ☐ No (accommodation request required with application)

**VEHICLE INFORMATION**

59. Total Number of Vehicles (including company vehicles): \_\_\_\_\_
60. Vehicles:
61. Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Lic. Plate #: \_\_\_\_\_  
 62. Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Lic. Plate #: \_\_\_\_\_  
 63. Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Lic. Plate #: \_\_\_\_\_
64. Description of any other vehicles (boat, trailer, truck, recreational vehicle, etc.) you would like to keep on property:
65. \_\_\_\_\_
66. Prior written permission separate from this application must be obtained from management.

**CREDIT AND BACKGROUND HISTORY**

(ANSWER ALL QUESTIONS FOR YOURSELF AND FOR ANYONE WHO WILL OCCUPY THIS RESIDENCE)

67. Have you ever been evicted? ☐ Yes ☐ No
68. Has a notice of eviction ever been filed against you? ☐ Yes ☐ No If so, when: \_\_\_\_\_
69. Have you ever declared bankruptcy? ☐ Yes ☐ No If so, when: \_\_\_\_\_ Discharge Date: \_\_\_\_\_
70. Have you had two or more late rental payments in the past year? ☐ Yes ☐ No
71. Have you ever willfully or intentionally refused to pay rent when due? ☐ Yes ☐ No
72. Do you currently owe any monies to an apartment community or landlord? ☐ Yes ☐ No
73. Do you use illegal drugs? ☐ Yes ☐ No
74. Have you ever engaged in the distribution or sale of illegal drugs? ☐ Yes ☐ No
75. Have you ever been convicted, arrested or charged with any crime? ☐ Yes ☐ No
76. Please give detailed explanation(s), date(s), and names for any question answered 'Yes' above: \_\_\_\_\_
77. \_\_\_\_\_
78. \_\_\_\_\_
79. Do you have any outstanding warrants or anticipate any warrants for arrest? ☐ Yes ☐ No



**ADDITIONAL INFORMATION**

80. Have you or anyone in your household had, or do you presently have, bed bugs or other pest issues? ☐ Yes ☐ No

81. If yes, please explain: \_\_\_\_\_

82. Please give any information that might help evaluate this application: \_\_\_\_\_

83. \_\_\_\_\_

84. \_\_\_\_\_

85. \_\_\_\_\_

**DEPOSIT TO HOLD AGREEMENT**

86. In consideration of management holding this property for me, I agree to pay:

87. Earnest/holding deposit of a minimum of \$ \_\_\_\_\_ and

88. A non-refundable application fee of \$ \_\_\_\_\_ per person over 18 in CERTIFIED FUNDS ONLY\*

89. \*Additional fees will apply for non-U.S. residents and will vary according to current rates. IF YOU ARE A NON-US RESIDENT, PLEASE  
90. CALL FOR CORRECT APPLICATION FEE AMOUNT BEFORE APPLYING. Non-resident application fee \_\_\_\_\_

91. The earnest/holding deposit is refundable if my application is not approved (14-day delay required for bank clearance of check). If my  
92. Application is approved, the earnest/holding deposit is credited to the required move-in costs. IF APPLICANT SHOULD WITHDRAW  
93. THIS APPLICATION WITHIN 7 DAYS AFTER WRITTEN NOTIFICATION OF ACCEPTANCE, a minimum of \$ \_\_\_\_\_

94. of the earnest/holding deposit WILL BE RETAINED in addition to the non-refundable application fee. IF AFTER 7 DAYS OF  
95. NOTIFICATION OF ACCEPTANCE, APPLICANT WITHDRAWS OR FAILS TO EXECUTE LEASE AGREEMENT, ALL EARNST/  
96. HOLDING DEPOSIT MONIES WILL BE FORFEITED. UNDER NO CONDITIONS WILL APPLICATION FEE BE REFUNDED.

97. Total deposits/fees submitted with application \$ \_\_\_\_\_

98. I hereby authorize and instruct Owner/Broker/Property Manager to investigate the information supplied by me and to conduct inquiries  
99. concerning my income, credit and character for the purpose of verifying and qualifying for this rental and any renewals thereof. I further  
100. authorize the release of any and all information available from any reference, former owners, and credit reporting services, department of  
101. motor vehicles, and governmental agencies. I hereby release and hold harmless all parties from liability for any damages that may result  
102. from furnishing this information to its owners, its agents and others. NOTE: Copy of actual credit report will **not** be provided to applicant  
103. by Owner/Broker/Property Manager.

104. Applicant acknowledges that Owner/Broker/Property Manager may not be able to complete a comprehensive evaluation of this  
105. information prior to move-in. Owner/Broker/Property Manager reserves the right to verify application information after move-in and may  
106. convert the proposed Lease Agreement to a month-to-month term or declare the lease irreparably breached and seek immediate eviction  
107. if false or misleading information is contained in this Application. Applicant agrees to the terms of this Deposit to Hold Agreement. This  
108. application is preliminary only and does not obligate owner or owner's representatives to execute a lease or deliver possession of the  
109. proposed Property. Owner/Broker/Property Manager comply with federal, state and local fair housing laws and regulations.

110. Unless otherwise agreed, I understand that the Brokerage, its Broker, its Agents, and employees are agents of and  
111. represent the Owner in leasing this property.

112.

(Applicant's Initials Required) \_\_\_\_\_

APPLICANT

113. By signing below, I acknowledge and accept the qualifying criteria and policies of the Owner/Broker/Property Manager by which my  
114. application will be approved.

115. This application must be signed by applicant.

116.

^ APPLICANT SIGNATURE \_\_\_\_\_

MO/DA/YR \_\_\_\_\_

117. **FALSIFYING INFORMATION ON THIS APPLICATION IS GROUNDS FOR REJECTION.**

**FOR OFFICE USE ONLY**

118. Agent Name: \_\_\_\_\_

119. Co-Broke? ☐ Yes ☐ No Exclusive? ☐ Yes ☐ No

120. Referred by: \_\_\_\_\_ At: \_\_\_\_\_

121. ☐ ACCEPTED Date of Written Notification: \_\_\_\_\_

122. ☐ REJECTED Date Denial Letter Was Sent: \_\_\_\_\_

123. NOTES: \_\_\_\_\_

124.





## Resident Release and Consent

I \_\_\_\_\_, The undersigned hereby authorize all reporting agencies, employers, asset companies, to release without liability, information regarding my employment, income, and/or assets to J&L Exclusive Homes & Properties, INC. for purposes of verifying information provided as part of my apartment rental application.  
INFORMATION COVERED

I understand that previous or current information regarding me may be needed. Verifications and inquires that may be requested include, but are not limited to personal identity; employment, income, and assets; medical or childcare allowances. I understand that this authorization cannot be used to obtain any information about me that is not pertinent to my eligibility for and continued participation as a Qualified Tenant.

### GROUPS OR INDIVIDUALS THAT MAYBE ASKED:

The group or individuals that may be asked to release the above information includes, but are not limited to:

Past and present Employers	Welfare Agencies	Veterans Admin.
Previous Landlords .	State Unemployment agencies	Retirement Systems
Public Housing Agencies	Social Security Administration	Banks
and Others		
Support and Alimony Providers	Medical/Child Care Providers	Criminal
Background		

### CONDITIONS

I agree that a photocopy of this authorization may be used for the purposes stated above. The original of this authorization is on file and will stay on file for one year and one month from the date Signed. I understand I have a right to review this file and correct any information that I can prove is incorrect.

SIGNATURE \_\_\_\_\_

\_\_\_\_\_  
Resident signature

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Resident signature

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Resident signature

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Date

NOTE: THIS GENERAL CONSENT MAY NOT BE USED TO REQUEST A COPY OF A TAX RETURN. IF A COPY OF A TAX RETURN IS NEEDED, IRS FORM 4506, "REQUEST FOR COPY OF TAX FORM" BE PREPARED AND SIGNED SEPERERATLY.

J&L Exclusive Homes & Homes, Inc

Rental Criteria Acknowledgement

Identification - Each adult applicant and/or Co-Applicant who applies must have a Social Security Number and a US government issued picture identification card. Non-U.S. Citizens must provide a US government issued photo ID such as a resident visa.

Occupancy Standard - A maximum of two persons, plus 1 infant under 1 year are allowed per bedroom.

Age - Lease holder(s) must be 18 years or older, unless head of household. All occupants 18 years or older are required to complete an application, even if living parent or guardian.

Income - Gross monthly income of household must be 2 times the monthly tenant paid portion of the rental amount. All sources of income must be verified via 3rd party.

Rental History - We will verify past and present rental history. Rental history must be favorable with a timely payment history. Evictions and/or court judgments from another rental provider will automatically disqualify you from renting with J&L Exclusive Homes & Properties, Inc.

Criminal Background - Resident or occupant may have not been indicted, arraigned, or convicted of a felony charge. This includes persons who have received deferred adjudication and/or have not yet satisfied the probationary period of a deferred adjudication. Any misdemeanor charge involving illegal drugs, theft, or crime against another individual, (5 years or less) from the application date may also be rejected. Criminal background checks will be run on all adult occupants.

I have read and understand the above rental criteria. I have truthfully answered all questions and I understand that any falsified information on the Rental Application will lead to denial. I will submit a non-refundable Application Fee of \$\_\_\_\_\_. Should I decide to cancel my application after the application has been approved I understand that I will forfeit all monies paid. Any declined applicant is welcome to reapply after a 90 day waiting period.

J&L Exclusive Homes & Properties, Inc. Conducts business in accordance with the Federal Fair Housing Law and does not discriminate against persons because of race, religion, sex, handicap, familial status or nation origin.

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

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

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

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

