



Rankin Properties, LLC

6817 Southpoint Parkway • Suite 803 • Jacksonville, Florida 32216 • (904) 281-0493 • FAX (904) 281-0495

ONLY CLEAN & RESPONSIBLE PEOPLE WHO PAY RENT ON TIME MAY APPLY with valid Picture ID

CREDIT/RENTAL APPLICATION

APPLICANT NAME: _____ PHONE: _____
FIRST NAME M.I. LAST NAME

CELL #: _____ WORK #: _____ EMAIL: _____

DATE OF BIRTH: _____ SSN: _____

DRIVER'S LICENSE #: _____

RENTAL HISTORY

PRESENT ADDRESS _____

STREET ADDRESS CITY STATE ZIP

CURRENT RENT: \$ _____ NO. OF TIMES LATE: _____ MOVE IN: _____ MOVE OUT: _____

LA NDLORD: _____ PHONE: _____

WHY MOVE? _____

PREVIOUS ADDRESS _____

STREET ADDRESS CITY STATE ZIP

PREVIOUS RENT: \$ _____ NO. OF TIMES LATE: _____ MOVE IN: _____ MOVE OUT: _____

LA NDLORD: _____ PHONE: _____

WHY MOVE? _____

PREVIOUS ADDRESS _____

STREET ADDRESS CITY STATE ZIP

PREVIOUS RENT: \$ _____ NO. OF TIMES LATE: _____ MOVE IN: _____ MOVE OUT: _____

LA NDLORD: _____ PHONE: _____

WHY MOVE? _____

EMPLOYMENT HISTORY

PRESENT EMPLOYER: _____

ADDRESS: _____

OCCUPATION: _____ SUPERVISOR: _____ PHONE: _____

HOW LONG EMPLOYED: _____ MONTHLY TAKE HOME: \$ _____

PREVIOUS EMPLOYER: _____

ADDRESS: _____

OCCUPATION: _____ SUPERVISOR: _____ PHONE: _____

HOW LONG EMPLOYED: _____ MONTHLY TAKE HOME: \$ _____



ADDITIONAL INCOME (OPTIONAL):

If you have additional, verifiable sources of income you would like considered, please list income sources (e.g., self-employment, social security, and benefit payments). Child support, alimony, or separate maintenance need NOT be disclosed unless you desire this additional income be considered for qualification.

ADDITIONAL SOUCE: _____ AMOUNT: \$ _____ PER: _____
HOW LONG HAVE YOU BEEN RECEIVING INCOME FROM THIS SOURCE: _____
HOW LONG DO YOU EXPECT THIS SOURCE OF INCOME TO CONTINUE: _____
CONTACT PERSON: _____ PHONE: _____

BANKING REFERENCE

BANK NAME: _____ PHONE: _____
CHECKING ACCOUNT #: _____ SAVINGS #: _____

PERSONAL REFERENCES

FAMILY ATTORNEY: _____ PHONE: _____
NAME: _____ PHONE: _____ RELATIONSHIP: _____
NAME: _____ PHONE: _____ RELATIONSHIP: _____
NAME: _____ PHONE: _____ RELATIONSHIP: _____

**LIST ALL PERSONS TO OCCUPY THE PREMISES
(ONLY THESE WILL BE PERMITTED RESIDENCE)**

NAME: _____ BIRTHDATE: _____
NAME: _____ BIRTHDATE: _____
NAME: _____ BIRTHDATE: _____
NAME: _____ BIRTHDATE: _____
NAME: _____ BIRTHDATE: _____
NAME: _____ BIRTHDATE: _____

**LIST ALL VEHICLES TO BE PRESENT ON THE PREMISES
(ONLY THESE VEHICLES WILL BE PERMITTED)**

MAKE: _____ MODEL: _____ COLOR: _____ YEAR: _____ TAG: _____ REGISTERED TO: _____
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EMERGENCY CONTACTS (including help to pay rent)

NAME	ADDRESS	PHONE	RELATIONSHIP
_____	_____	_____	_____
_____	_____	_____	_____



RESIDENCE HISTORY:

- Have you ever had an eviction filed on you or asked to move? ? YES ? NO
- Have you ever broken a rental or lease agreement? ? YES ? NO
- Have you ever declared bankruptcy? ? YES ? NO
- Have you ever been sued for nonpayment or damages to rental property? ? YES ? NO
- Have you ever been arrested? ? YES ? NO
- Have you ever been convicted of a felony?..... ? YES ? NO
- Do you have any pets or do you plan to acquire any? ? YES ? NO
- In the last five years, have you been convicted of a crime? ? YES ? NO

EXPLAIN ALL ITEMS MARKED YES ON THE ABOVE CHECKLIST. IF ADDITIONAL SPACE IS NEEDED, PLEASE USE THE BACK OF THIS PAGE: _____

DID YOU HAVE ANY PROBLEMS AT YOUR LAST RESIDENCE? IF SO PLEASE EXPLAIN. _____

WHAT DID YOU LIKE BEST/LEAST ABOUT YOUR CURRENT RESIDENCE? _____

This agreement made this date by and between Rankin Properties, LLC, manager for the owner, hereinafter "Landlord" and the below signed, hereafter "Applicant." The Applicant provides the information contained on this form. Each adult occupant must submit an application. The Applicant shall pay to the Landlord nonrefundable fee of \$40.00 upon execution of this agreement in the amount listed on application to cover the administrative costs, expenses, and time of the Landlord to verify information submitted by the Applicant. Applicant authorizes the Landlord, his employees, agents, or representatives to make any and all inquiries necessary to verify the information provided herein, including but not limited to direct contact with Applicant's employer, landlords, credit, neighbors, police, government agencies and any and all other sources of information which the Landlord may deem necessary and appropriate within his sole discretion. Landlord is not liable to the Applicant, his heirs, executors, administrators, or assigns for any damages of any kind, actual or consequential by reason of the verification by the Landlord of the information provided by the Applicant, and the Applicant hereby releases the Landlord, his agent, employees and representatives from any and all actions, causes of action of any kind or nature that may arise by virtue of the execution or implementation of the agreement provided herein. The Applicant represents to the Landlord that the application has been completed in full and all the information provided is true, accurate and complete to the best of the Applicant's knowledge. Failure to complete the application in full or submission of false information will be sufficient cause for rejection. This application shall become an addendum to the Rental Contract when said contract is signed by Tenant(s). I am aware that this property requires a security deposit equivalent to one month's rent plus \$50.00 that must be paid in full before any rental agreement is made. Animal deposit(s) are in addition to security deposit. Applicant, once approved, must obtain renter's insurance.

I hereby authorize the obtaining of my credit report and the verification of all above information including my credit, rental, check writing, employment history including salary and previous landlord and release of all information to Rankin Properties, LLC. Application is hereby made pending verification and suitability of information listed and credit approval. Landlord will attempt to contact the Applicant by the phone numbers listed on this application. Applicant has 24 hours from time of approval to fulfill rental agreement by producing all monies required and signing all rental agreement papers. If Applicant fails to perform within 24 hours of Landlord's approval, Applicant may be disqualified and Landlord may rent this home to the next qualified Applicant. All homes are offered without regard to race, color, religion, national origin, sex, disability or familial status.

Applicant signature

_____/_____/_____
Date

NOTE: A NON-REFUNDABLE CHARGE OF \$40.00 PER ADULT IS REQUIRED FOR PROCESSING THIS APPLICATION



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RESIDENT SELECTION CRITERIA

Application Requirements: All adult applicants 18 years or older must submit a fully completed, dated and signed residency application and fee. Applicants must provide a state issued photo identification card or driver’s license, and a social security card. A non refundable fee of \$40 will be required for each and all adult applications.

Income Requirements: Applicants must have a combined income of at least three times the monthly rent. We reserve the right to require a co-signer. A minimum of two years residential history is required. Self-employed applicants are required to produce, upon request, two years of tax returns or 1099’s. Non-employed individuals must provide proof of income. All sources of other income must be verifiable if needed to qualify for a rental unit.

Credit Reporting: Our company policy is to report all non-compliances with the terms of your rental agreement or failure to pay rent as agreed, or any amounts owed to any or all of the various credit reporting agencies and to list your name in the Jacksonville Landlord Tenant database.

Background Investigation Requirements: Criminal records must contain no convictions for felonies within the past seven years and no sexual offenses ever. In the event a record comes back “adjudication withheld” further documentation may be required and application may be denied on this basis.

Rental/Mortgage Requirements: Previous rental history from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbance or illegal activities, no unpaid NSF checks, and no damage to unit or failure to leave the property clean and without damage at time of lease termination.

Pet Policy: No pets (with the exception of medically necessary pets – physician’s note accompanied) of any kind are permitted without specific written permission of Landlord in the lease documents, and addendum to the lease, a non-refundable pet fee acceptable to landlord and/or additional pet deposit and/or additional monthly pet rent. Pet rent and deposits are waived for medically necessary pets. Pet rents are established on a per property basis. The following animals are forbidden: Pit bull; Rottweiler; German shepherd; “Husky” Alaskan malamute; Doberman Pincher; Chow; Great Dane; St. Bernard; Akita; Wolf Hybrids.

Holding or Good Faith Deposit Requirements: Applicants will be required to pay a holding or good faith deposit within 24 hours of being notified of acceptance or the dwelling will not be reserved for the approved applicant. We reserve the right to require an additional deposit and/or additional prepaid rent. We require a holding or good faith deposit to be collected to hold a property off the market. In the event the application is approved and applicant fails to enter into a lease, the applicant shall forfeit this deposit. In the event the application is approved, this deposit shall be applied to the required security deposit.

Liquid Furniture: Liquid furniture is acceptable provided that the home is structurally safe for the weight and the applicant provides proof of insurance naming the owner and property manager, if any, as beneficiary of any claim paid. The applicant will be responsible for 100% of any repairs and/or replacements that are caused by liquid furniture malfunctions or abuse.

Occupancy Requirements: The number of occupants must be in compliance with HUD standards and guidelines for the applied for unit. The standards are as follows:

- No more than 2 persons may occupy a 1 bedroom dwelling.
- No more than 4 persons may occupy a 2 bedroom dwelling.
- No more than 6 persons may occupy a 3 bedroom dwelling
- No more than 8 persons may occupy a 4 bedroom dwelling.

No Verbal Agreements: Any exceptions to our criteria must be submitted in writing to the Landlord for consideration. If approval is then given for such exceptions, additional security, co-signers, and/or additional advance rent payments may be required. No verbal agreements will be executed or honored. Any agreements must be in writing and signed by both parties.

By signing below, I indicate that I have read the above rental agreements and fully agree to the rental agreements.

(Applicant Signature)
(Date)

(Date)

(Landlord Signature)