



WELCOME TO ARIZONA ELITE PROPERTIES



The following are the steps **REQUIRED** to submit an application to rent property with Arizona Elite Properties.

Application Standards

All applicants pass through a screening process: (Applications are taken on a first come first serve basis)

- Income Level:** You should have Gross Income of approximately 3 times the monthly rent amount. Married couples and related residents over 18 may combine income. All non-related persons should apply individually. We must be able to verify employment history. If you are self-employed, we will need tax returns for the last 2 years or verification of bank statements.
- Rental History:** Your previous residencies must be free of evictions, judgments, and unpaid rents.
- Occupancy:** The number of occupants may not exceed 2 persons per bedroom plus 1 additional person. **All occupants, 18 years of age and over must submit an application (married persons may share an application)**
- Pets:** Policies on pets vary according to the home (check the rent list or call). However, none of our homes permit the following breeds of dogs: Pit Bulls, Dobermans, Rotweilers, Chows or near relatives (Exception: Assistive pet). Pet policies are strictly enforced.

Submitting Your Application

Once you have viewed and selected a home you should submit the attached application:

1. **Complete the Application Form** - The form must be completely filled out and signed before it can be processed. Missing information will result in processing delays.
2. **Submit Copies of Recent Pay-stubs**
3. **Submit the Application** - Deliver your completed application and \$45 per applicant to our office between 9 a.m. and 5 p.m., Monday through Friday.
4. **Submit a copy of a current drivers license or a valid I.D. card.**
5. **Pay \$45 per person over the age of 18. We accept Cash or Money Orders only. If cash, the front desk will provide a receipt OR if by money order make it payable to Arizona Elite Properties) This is a NON-REFUNDABLE fee for the application and credit report.**
6. **We will verify the information submitted through a credit & background check and advise you of our decision.**

Fair Housing Policy

It is unlawful and a violation of company policy to discriminate against any person based on race, color, religion, sex, national origin, handicap, or familial status, or to refuse to show, rent, negotiate, or otherwise make unavailable any rental unit.

Acknowledgment

Applicant acknowledges that the above information is understood, and has been informed:

1. The \$45 application fee is **NON-REFUNDABLE**.
2. If applicant withdraws application following approval, all deposits will be forfeited.
3. A free copy of the Landlord/Tenant law is available at the Arizona Secretary of States office (602) 542-4285

Signed: _____ Date: _____

Signed: _____ Date: _____

How did you hear about us? (Circle please) Newspaper Signs Website Rental Hotsheet Agent Other

Referred by Agent _____ Company _____ Phone # _____

Agent Code _____ Company Code _____ Address _____

RENTAL APPLICATION

Property Address _____

Property Manager _____ Desired Move In Date _____

Current Information

Applicant	Co-Applicant
Full Name: _____	Full Name: _____
Social Security Number _____	Social Security Number _____
Date of Birth _____	Date of Birth _____
Drivers License Number & State _____	Drivers License Number & State _____
E-mail Address: _____	E-Mail Address: _____
Phone/Cell Phone _____	Phone/Cell Phone _____
Present Address: _____	Present Address: _____
City: _____ State: _____ Zip Code: _____	City: _____ State: _____ Zip Code: _____
Landlord _____	Landlord _____
Landlord Phone _____	Landlord Phone _____

Other Occupants

Name _____ Relationship _____ Date of Birth _____
 Name _____ Relationship _____ Date of Birth _____
 Name _____ Relationship _____ Date of Birth _____

Pets Number _____
 Type _____ Weight _____ Type _____ Weight _____
 If dog what breed? _____ If dog what breed? _____

Vehicle Information

Make _____ Model _____ Year _____ State _____ License # _____
 Make _____ Model _____ Year _____ State _____ License # _____
 Make _____ Model _____ Year _____ State _____ License # _____

References

Nearest Relative (not living with you)	Nearest Relative (not living with you)
Name _____	Name _____
Address _____	Address _____
City _____ State _____ Zip _____	City _____ State _____ Zip _____
Phone _____	Phone _____

Have you Ever?

	Yes/No		Yes/No
PAID RENT LATE?		PAID RENT LATE?	
LEFT OWING RENT?		LEFT OWING RENT?	
BEEN EVICTED?		BEEN EVICTED?	
BROKE RENTAL AGREEMENT?		BROKE RENTAL AGREEMENT?	
LEFT PROPERTY DAMAGED?		LEFT PROPERTY DAMAGED?	
BEEN CONVICTED OF ANY CRIMINAL ACTIVITY?		BEEN CONVICTED OF ANY CRIMINAL ACTIVITY?	
BEEN CONVICTED OF A FELONY?		BEEN CONVICTED OF A FELONY?	
FILED FOR BANKRUPTCY?		FILED FOR BANKRUPTCY?	
DATE DISCHARGED: _____		DATE DISCHARGED: _____	

If you answered YES to any of the above, please explain: _____

Employment Information

Applicant	Co-Applicant
EMPLOYER _____	EMPLOYER _____
POSITION _____	POSITION _____
SUPERVISOR'S NAME _____	SUPERVISOR'S NAME _____
SUPERVISOR'S PHONE _____	SUPERVISOR'S PHONE _____
EMPLOYMENT DATE _____	EMPLOYMENT DATE _____
INCOME	INCOME
MONTHLY TAKE HOME \$ _____	MONTHLY TAKE HOME \$ _____
OTHER INCOME \$ _____	OTHER INCOME \$ _____
TOTAL MONTHLY INCOME \$ _____	TOTAL MONTHLY INCOME \$ _____

Credit Information

Bank _____	Bank _____
Branch _____	Branch _____
Account Type _____	Account Type _____

IMPORTANT INFORMATION - PLEASE READ BEFORE SIGNING AUTHORIZATION

APPLICANT UNDERSTANDS THAT ONCE THE APPLICATION HAS BEEN APPROVED, AN EARNEST MONEY DEPOSIT IS REQUIRED FOR TAKING THE PROPERTY OFF THE MARKET. IT WILL BE DEPOSITED, WITH **ARIZONA ELITE PROPERTIES**. ONCE THE APPLICANT IS APPROVED BY THE **OWNER, OR OWNER'S AGENT**, AND A RENTAL AGREEMENT IS ENTERED INTO, THE EARNEST MONEY DEPOSIT WILL BE CREDITED TO THE REQUIRED SECURITY DEPOSIT. SAID DEPOSIT WILL BE **NON-REFUNDABLE** IF THE APPLICANT FAILS TO ENTER INTO THE RENTAL AGREEMENT OR FAILS TO TAKE OCCUPANCY ON THE DATE SPECIFIED. **CASHIER'S CHECK OR MONEY ORDER IS REQUIRED FOR PAYMENT OF THE DEPOSIT AND THE FIRST MONTH'S RENT.**

APPLICANT UNDERSTANDS THAT FAILURE TO SIGN THIS APPLICATION AND PROVIDE COMPLETE INFORMATION WILL CAUSE DELAYS IN PROCESSING AND MAY CAUSE THE APPLICATION TO BE REJECTED OR ANOTHER, COMPLETED APPLICATION TO BE ACCEPTED.

THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT. I HEREBY AUTHORIZE ARIZONA ELITE PROPERTIES TO INVESTIGATE THE INFORMATION SUPPLIED BY ME AND TO CONDUCT INQUIRES CONCERNING MY INCOME, FAMILY COMPOSITION, AND MODE OF LIVING, CREDIT AND CHARACTER FOR THE PURPOSE OF VERIFYING AND QUALIFYING FOR RESIDENCY. A FULL DISCLOSURE OF PERTINENT FACTS MAY BE MADE TO THE AGENT AND HOME OWNER. FALSIFYING INFORMATION ON THIS APPLICATION IS GROUNDS FOR DENIAL AND FORFEITURE OF DEPOSITS.

_____ Date _____

APPLICANT

_____ Date _____

CO-APPLICANT

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225 E. Germann Rd. #110/120 Gilbert, AZ 85297

Phone: 480-899-9010
Fax: 480-899-4918