



## The Rental Process

Anyone eighteen (18) or over will be required to submit a completed, signed and dated application and application fee. A non refundable application fee of **\$50.00** is required for the initial application. In addition a **\$50.00** application will be required for each additional adult who may co-sign and or occupy the rental property. Applicant may be required to be approved by a condo/homeowner's association and may have to pay an additional application fee or an additional security or damage deposit. **(Monies should be in Cashier's Check or Money Order )**

TC Rentals & Property Management does business in accordance with the Federal Fair Housing Laws. "We are pledged to the letter and spirit of the **U.S. Policy for the Achievement of Equal Housing Opportunity** throughout the Nation. We encourage, support and uphold the Equal House Opportunity program in which there are no barriers to obtaining housing because of Race, Color, Religion, Sex, Handicap, Familial Status, or National Origin"

You may preview any of our available rentals for FREE! Our leasing consultants will be happy to show you our selection of available rental properties at NO CHARGE TO YOU!

### **Application Processing & Time Frame:**

Processing an application normally takes between 24 to 48 hours. In some cases approval of homeowners or unforeseen circumstances may require some applications to take longer. You will be contacted immediately upon determination of approval or denial. All adult applicants over the age of 18 must submit a fully completed, dated and signed rental application and application fee.

No rental property will be held vacant for more than two (2) weeks, unless a full month's deposit is collected at time of application.

Upon receipt of your rental application, the application fee, and a holding deposit equal to one month's rent, we will immediately pull and (1) review your credit report, (2) check the public records for any past evictions, (3) perform a criminal background check, (4) verify your landlord references; (5) in addition, you must provide us with the two most recent copies of your pay stubs and most recent W2. If self-employed, copies of your most recent tax return or any other verifiable source of income, such as bank statements. We would encourage you not to apply should you have bad credit, bad references, been evicted in the past or have a criminal record. Co-signers may be considered on an individual basis.

**Once approved the holding deposit is non-refundable.** In the event that you fail to enter into the lease agreement or refuse to take possession of the property on or before the occupancy date all funds received shall be forfeited as liquidated damages.

All funds must be paid by cashier's check or money order payable to TC Rentals & Property Management. All subsequent rental payments may be paid by personal check.



1645 NE Jensen Beach Blvd  
 Jensen Beach, FL 34957  
 Phone 772 225 6742 Fax 772 225 6782

**Rental Application and Deposit Receipt**

Number of Applicants:  Date:

Rental Address:   
 Anticipated Move in Date:

Non Refundable Application Fee: \$  - per applicant & Reservation/Holding Deposit: \$  - Total Rec'd \$  -

<b>Funds Due Before Move In:</b>			
Pro Rate:	\$ <input type="text"/> -	Trash Coll:	\$ <input type="text"/> -
First Month:	\$ <input type="text"/> -	Cable Coll:	\$ <input type="text"/> -
Last Month:	\$ <input type="text"/> -	Sales Tax:	<input type="text"/> 0%
Security Deposit:	\$ <input type="text"/> -	Resort Tax:	\$ <input type="text"/> -
		Pet Fee:	\$ <input type="text"/> -
		HOA Fee:	\$ <input type="text"/> -
		Re-Key Fee:	\$ <input type="text"/> -
		Other:	\$ <input type="text"/> -

**Applicant Information**

**Applicant Full Name:**     
First Mid Initial Last

**Social Security #:**  **Date of Birth:**  **Phone:**

**Email Address:**

**Co-Applicant's Full Name:**     
First Mid Initial Last

**Social Security #:**  **Date of Birth:**  **Phone:**

**Email Address:**

Full Name of Other Residents	Relationship to You	Date of Birth
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Residence History**

**APPLICANT**

**Present Address:**    
Street City, State & Zip

**Present Landlord /Mortgage**  **Phone #:**

**Date From:**  **To:**  **Rent Payment:**  **Reason for Move?**

**CO-APPLICANT**

**Present Address:**    
Street City, State & Zip

**Present Landlord or Mortgage**  **Phone #:**

**Date From:**  **To:**  **Rent Payment:** \$  - **Reason for Move?**

### Employment History

#### APPLICANT

Present Employer \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Employer's Address \_\_\_\_\_ Phone #: \_\_\_\_\_

Position \_\_\_\_\_ Supervisor: \_\_\_\_\_ Gross Monthly Salary\$ \_\_\_\_\_

#### CO-APPLICANT

Present Employer \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Employer's Address \_\_\_\_\_ Telephone #: \_\_\_\_\_

Position \_\_\_\_\_ Supervisor: \_\_\_\_\_ Gross Monthly Salary\$ \_\_\_\_\_

Income other than salaries listed above: \$ \_\_\_\_\_ - Documentation of source to be provided by applicant upon request. (if needed to qualify for rental approval)

### References

Bank: \_\_\_\_\_ Contact: \_\_\_\_\_  
Name \_\_\_\_\_  
Street \_\_\_\_\_ Phone #: \_\_\_\_\_  
City, State & Zip \_\_\_\_\_

Credit References: \_\_\_\_\_ Phone #: \_\_\_\_\_

Credit References: \_\_\_\_\_ Phone #: \_\_\_\_\_

Personal References: \_\_\_\_\_ Phone #: \_\_\_\_\_  
(Non relative for 5 years or more)

### Vehicle Information

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

Make: \_\_\_\_\_ Tag: \_\_\_\_\_ Year: \_\_\_\_\_

Make: \_\_\_\_\_ Tag: \_\_\_\_\_ Year: \_\_\_\_\_

No more than two vehicles per household without the specific written permission of Landlord.

#### Pet Information:

Do you have a Pet?: \_\_\_\_\_ Number of: \_\_\_\_\_ Type of Pet: \_\_\_\_\_ Weight: \_\_\_\_\_

Breed: \_\_\_\_\_ Type of Pet: \_\_\_\_\_ Weight: \_\_\_\_\_

### Additional Information:

Please answer the following questions "YES" or "NO"

Do you own a water bed? \_\_\_\_\_ (Proof of Flotation bed Insurance required) \_\_\_\_\_

Has eviction ever been filed against you? \_\_\_\_\_ Have you ever been evicted? \_\_\_\_\_

Have you been convicted of a felony of any kind or a misdemeanor pertaining to offenses regarding illegal drugs or crimes against persons or property within the last seven(7) years? \_\_\_\_\_

Have you ever filed a petition for bankruptcy? \_\_\_\_\_

Have you ever willfully or intentionally refused to pay any rent when due? \_\_\_\_\_

If yes to any of the above questions this application may be declined.

**Authorization:** I hereby authorize TC Rentals & Property Management to verify all information contained on the application and conduct a full background check including but not limited to credit, bank account, employment, eviction, criminal background check and authorize TCRPM to contact any persons or companies listed on the application.

**CORRECT INFORMATION:** I affirm that all the information on this application is true, accurate, complete and correct and agree if this is not so, my application may be denied and/or my lease will be held in default on the application.

**SPECIAL PROVISIONS:** PLEASE BE AWARE THAT THE OWNER OR ITS AGENTS WILL NOT BE RESPONSIBLE FOR ANY ORAL REPRESENTATIONS. ALL REPRESENTATIONS MUST BE IN WRITING AND ACKNOWLEDGED.

APPLICANT understands and agrees that multiple applications may be taken by Landlord or Management for the same property and Landlord or Management may approve who they wish even if multiple applicants qualify. APPLICANT represents that all of the statements and representations are true and complete, and hereby, authorizes verification of the above information, references and credit records. APPLICANT understands that an investigative consumer report including information about character, credit history, general reputation, personal characteristics, mode of living, and all public record information including criminal records may be made. APPLICANT agrees that false, misleading or misrepresented information may result in the application being rejected, will void a lease/rental agreement if any and/or be grounds for immediate eviction with loss of all deposits and any other penalties as provided by the lease terms if any. APPLICANT authorizes verification of all information by the Landlord and or Management Company. **NON REFUNDABLE APPLICATION FEE**--APPLICANT(s) shall pay to Landlord and/or Management company herewith the sum of \$\_\_\_\_\_ as a **NON REFUNDABLE APPLICATION FEE** for costs, expenses and fees in processing the application. **GOOD FAITH DEPOSIT:** APPLICANT shall deposit a **GOOD FAITH DEPOSIT** of \$\_\_\_\_\_ while the application is being processed. APPLICANT understands that other applications may be processed and another approved APPLICANT may be chosen. If APPLICANT is approved by Landlord and/or Management and the lease is entered into **the GOOD FAITH DEPOSIT shall be applied toward the security/damage deposit.** If APPLICANT is approved and chosen, but fails to sign the lease within 7 days of verbal and/or written approval and/or take possession after lease signing, the **FULL GOOD FAITH DEPOSIT** shall be forfeited to the Landlord or Management in addition to any penalties as provided in the lease if the lease has been signed by the APPLICANT. The **GOOD FAITH DEPOSIT** shall be refunded only if APPLICANT is not approved and chosen. Keys will be furnished only after lease and other rental documents have been properly executed by all parties and only after applicable rent, fees, deposits and security deposits have been paid. This application is preliminary only, in no way implies that a particular rental unit shall be available and in no way obligates Landlord or Management to execute a lease or deliver possession of the proposed premises to the APPLICANT. **Landlord or Management may withdraw approval even after approval at any time before a lease agreement is fully executed for any reason.**

Applicant's Signature:  X \_\_\_\_\_

Date: \_\_\_\_\_

Co-Applicant's Signature:  X \_\_\_\_\_

Date: \_\_\_\_\_

Leasing Agent: \_\_\_\_\_

Office Location:  Jensen Beach, FL \_\_\_\_\_



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6782

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## Rental Application Deposit Receipt

ALL FUNDS MUST BE CERTIFIED. Acceptance of this application and the Reservation/Holding Deposit does not constitute consideration for the lease and the offer to lease is not binding until approved by Landlord. If your application is approved, and you fail to enter into a rental Agreement or fail to take possession under the terms of your Rental Agreement, if one has been signed, you understand and agree that the entire Reservation/Holding Deposit shall be forfeited as liquidated damages. In addition, If you already entered into a Rental Agreement, you will be held liable for all rents and damages as set forth in the Rental Agreement. If your application is not approved, you will receive a refund of your Reservation/Holding Deposit in full within 15 days. All application fees are totally non refundable. When a rental agreement is signed, the Reservation/holding Deposit shall be applied toward any advance payments due under the lease. TC Rentals & Property Management is the Agent of the Landlord and is compensated for its services by the landlord.

Thank you for your cooperation.

Date:

Print Name

**X**

Signature

Date:

Print Name

**X**

Signature



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***Authorization to Release Information***

To Whom It May Concern:

I have made an application to lease a property from TC Rentals & Property Management

I have named you as a reference on my application and request that you release any and all information concerning my banking, credit, residential and or employment history in connection of my application.

Photocopies of this letter may be made to facilitate inquires. In the event you do receive a photo copy of this letter it should be treated as an original and the requested information be released.

Thank you for your cooperation

Date: \_\_\_\_\_  
\_\_\_\_\_  
Print Name  
**X**  
Signature

Date: \_\_\_\_\_  
\_\_\_\_\_  
Print Name  
**X**  
Signature