



Phoenix Realty of Wake County, Inc.

### RENTAL APPLICATION

Application Fee \$60 per married couple/\$60 per adult roommate. Please fill all blanks; unanswered blanks may result in application being denied. The attached Rental Verification and Employment Verification are to be signed by the applicant so that Phoenix may contact the applicant's current landlord and employer to verify rental and employment status. If you have owned your own home for 3 or more years, the Rental Verification is not necessary.

The undersigned hereby makes the application to rent the property located at: \_\_\_\_\_  
at a monthly rental amount of \$ \_\_\_\_\_ Move in date requested: \_\_\_\_\_  
Who Showed you the house: \_\_\_\_\_

#### Contact/Identifying Information

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ S.S. Number: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Drive License # and State: \_\_\_\_\_  
Spouse Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ S.S. Number: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Drive License # and State: \_\_\_\_\_  
Vehicle (make/model): \_\_\_\_\_ Year: \_\_\_\_\_ Tag#: \_\_\_\_\_ State: \_\_\_\_\_  
2nd Vehicle: \_\_\_\_\_ Year: \_\_\_\_\_ Tag#: \_\_\_\_\_ State: \_\_\_\_\_  
Other Vehicles (Boats, etc): \_\_\_\_\_

Do you or any member of your applicant household smoke? (Y/N) \_\_\_\_\_ Name(s): \_\_\_\_\_  
Do you or any member of your applicant household have or plan to acquire a gun or other licensed or restricted weapon?  
(Y/N) \_\_\_\_\_ Name(s): \_\_\_\_\_  
Do you or any member of your applicant household now have or have you ever had a substance abuse problem including  
abuse of Alcohol, use of illegal drugs, etc.? (Y/N) \_\_\_\_\_ Name(s): \_\_\_\_\_

#### Residence History (For past 3 years, beginning with most current)

Current Home Address: \_\_\_\_\_ Own? (Y/N) \_\_\_\_\_ Mortgage \$ \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Length of stay at this address: \_\_\_\_\_  
Rental? (Y/N) \_\_\_\_\_ Rent \$: \_\_\_\_\_ Landlord Email: \_\_\_\_\_ Landlord Phone: \_\_\_\_\_

Reason for moving: \_\_\_\_\_ Have you given proper notice to vacate? (Y/N) \_\_\_\_\_

If no, please explain:

\_\_\_\_\_  
\_\_\_\_\_

Previous Home Address: \_\_\_\_\_ Own? (Y/N) \_\_\_\_\_ Mortgage \$

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Length of stay at this address: \_\_\_\_\_

Rental? (Y/N) \_\_\_\_\_ Rent \$: \_\_\_\_\_ Landlord Email: \_\_\_\_\_ Landlord Phone: \_\_\_\_\_

Reason for moving: \_\_\_\_\_ Have you given proper notice to vacate? (Y/N) \_\_\_\_\_

If no, please explain:

\_\_\_\_\_  
\_\_\_\_\_

### ***Employment Information (Head of Household and Spouse)***

#### **Current work information for head of household**

Employer: \_\_\_\_\_ Full/Part Time: \_\_\_\_\_ Title: \_\_\_\_\_ Gross Salary: \_\_\_\_\_

\_\_\_\_\_

Manager and Phone #: \_\_\_\_\_ Company address: \_\_\_\_\_ Employment Length

\_\_\_\_\_

#### **Previous work information for head of household**

Employer: \_\_\_\_\_ Full/Part Time: \_\_\_\_\_ Title: \_\_\_\_\_ Gross Salary: \_\_\_\_\_

\_\_\_\_\_

Manager and Phone #: \_\_\_\_\_ Company address: \_\_\_\_\_ Employment Length

\_\_\_\_\_

#### **Current work information for spouse (if applicable)**

Employer: \_\_\_\_\_ Full/Part Time: \_\_\_\_\_ Title: \_\_\_\_\_ Gross Salary: \_\_\_\_\_

\_\_\_\_\_

Manager and Phone #: \_\_\_\_\_ Company address: \_\_\_\_\_ Employment Length \_\_\_\_\_

\_\_\_\_\_

#### **Previous work information for spouse (if applicable)**

Employer: \_\_\_\_\_ Full/Part Time: \_\_\_\_\_ Title: \_\_\_\_\_ Gross Salary: \_\_\_\_\_

\_\_\_\_\_

Manager and Phone #: \_\_\_\_\_ Company address: \_\_\_\_\_ Employment Length

\_\_\_\_\_

### ***Additional Information***

#### **Dependants or names of other people who will live at this property:**

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship:

\_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship:

\_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship:

\_\_\_\_\_

**References**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_

Pets (#, Kind, Breed, Weight & Age)  
\_\_\_\_\_

Alimony you receive \$ \_\_\_\_\_ Child Support you receive  
\$ \_\_\_\_\_

Have you ever been evicted? (Y/N): \_\_\_\_\_ Filed for Bankruptcy? (Y/N): \_\_\_\_\_

How did you hear about us?  
\_\_\_\_\_

**Instructions for This Offer to be Considered by Landlord**

**Please read carefully!**

This application hereby constitutes my offer to the owner of the above described premises (hereinafter "premises"); through the owner's agent, **Phoenix Property Management** to lease the premises for the term and conditions set forth in this offer. Included with this offer is the non-refundable application fee of \$60 dollars for each individual or married couple made payable to Phoenix Property Management and paid at the time this offer is submitted. Should this offer be submitted by fax or email, deliver this fee to:

Phoenix Realty  
5108 Hwy 55  
Durham, NC 27713

**Your offer will not be processed unless the paperwork is filled out completely and application fee is received.**

I hereby authorize Phoenix Property Management and/or owner, to whom this offer is made, and credit bureau or other investigative agency employed by Phoenix Property Management, to investigate the reference herein listed, statements, or other data obtained from me or from any other person pertaining to my credit, financial responsibility and qualifications as a lessee. I hereby release all parties from all liability for any damage that may result from furnishing this information to Phoenix Property Management. I hereby acknowledge that the above information is correct to the best of my knowledge.

I understand that in the process of verifying information on my rental application, Phoenix Property Management and/or owner may be contacting my current landlord or mortgage holder for verification purposes.

Once your application information is processed, we will contact the owner of the property to present your rental offer. The owner is authorized to receive copies of the information. Please allow sufficient time (usually 2 business days) for the owner to address your application. If your application is denied, we will notify you. Upon approval of your application, a lease will be drafted and arrangements for obtaining signatures will be made.

The property is available for the advertised lease term. If you request a lease term other than that advertised, the landlord may request additional rent or may deny your application.

**The condition of the property is "AS IS" unless you specify work you want to be done as part of your rental offer. Please note that if you do not make your request in the space indicated below that you must request additional items in writing from the owner or his/her agent, and such items may possibly be denied.**

Please indicate to the showing agent, AND on this form, ANY items that you need to be addressed with your application (such as cleaning of the home before you move in, painting you want to do or have done, ability to add a basketball goal etc...) ANY item that you consider "important":

1.

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2.

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3.

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***All utilities are the responsibility of the tenant unless otherwise specified. Utility service in your name for the rental unit must commence no later than your lease start date.***

Pets may be permitted on a conditional basis. Pets may be considered case by case with the owner's approval. There may be a non-refundable pet fee and/or deposit required for any pet(s) permitted and the carpets are to be professionally cleaned and deodorized at the end of the lease term or upon move out.

All rental monies, including pet deposits/fees must be paid on or before the start date of the lease, regardless of whether you take possession at that time.

All other terms of the North Carolina Rental Agreement apply, including that the tenant is liable for the full rental term specified in the lease. If the tenant breaches the contract, the tenant is liable for: 1) Any unpaid rents and any future lost rental monies due to vacancy; 2) Any fees incurred by the owner to re-let the property, including any fees to agencies used for assistance in re-letting the property; and 3) Any costs necessary to clean/repair the property to it's original condition.

The North Carolina Rental Agreement requires that tenants maintain renter's insurance. Proof of insurance may be required by the owner.

The tenant is not permitted to assign the lease to another party or sublet the property in whole or in part.

Phoenix Property Management abides by the Fair Housing Laws of the State of North Carolina. If you have any questions concerning the application and rental process, please contact us at (919)544-0809.

It is understood that Phoenix Property Management is the agent of the owner. If you would like additional information about this representation; please contact our office.

***I have read and understand the provisions stated above.***

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**Applicant's Signature**

**Date**

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**Co-Applicant's Signature**

**Date**