

Apartment Rental Application

Shucom Properties, Inc.

2650 Dean Road

Jacksonville, Fl. 32216

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Rental Application Process

Application Submission

- Application must be completed in its entirety and signed
- Please provide a copy of your driver license and your most recent paystub with this application
- All Applications fees must be paid-in-full at time of application submission. Credit cards are accepted for on-line applications only. For applications submitted at our office, please pay with cash, money order, or cashier's check payable to Shucom Properties. Application Fee: \$25.00

Upon receipt of completed application and applicable fees, your application will be processed. Applications remain in processing until the following requirements are completed: income verification, current and/or past landlord reference, credit check and background check. The application process typically takes 3-4 business days to complete. You will then be notified of your application approval and the amount of your security deposit. Please take note of the following rental criteria:

- Shucom Properties, Inc. operates pet-free communities. Dogs and cats are not allowed on the property at any time.
- Applicants must have gross income of at least 3 times the rental amount.
- Applicant must be employed at least 3 months with current employer.
- You will be denied rental if you misrepresent any information on the application. If misrepresentations are found after a rental agreement is signed, your rental agreement will be terminated.
- You will be denied rental if in the last 5 years you have an arrest for any type of crime that would be considered a threat to rental property or the ability of other residents to peaceful enjoyment of the premises.

Security Deposit

The amount of your security deposit will depend on your credit and rental history. A minimum deposit of \$199 is established for applicants with acceptable credit and who have recently completed a verifiable lease.

Signing a Lease

Once your application has been approved, you will have 30 days to come into our office, sign your lease, and reserve your apartment. You must pay at least half of your deposit when you sign the lease.

Move-In

We will schedule a move-in date and time when you will be given the keys to your apartment and a move-in inspection will be performed. Before moving in, you are required to have appropriate utilities activated, and pay any balances of security deposit and first month's rent.

Applicant

First Name: _____ Middle Name: _____ Last Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Social Security #: _____ Date of Birth: _____ Email: _____

Household Composition

List the **Head of Household and all other members who will be living in the unit.**

Name	Relationship	Birth Date	Age	Sex	SSN	Full Time Student Y/N?

Do you expect a change in your household composition within the next 12 months? If Yes, Explain.

Employment

Please include a copy of your most recent paystub with this application

Full Time Part Time Self-Employed Unemployed

Currently Employed At: _____ Position: _____ Date Hired: _____

Employer Address: _____ Supervisor: _____ Phone: _____

Current Wages \$ _____ Per: Hour Week Month Year

Do you expect to earn substantial overtime? Yes No

If Yes, how much?

Other Income 1: \$ _____ Per: ___Week ___Month ___Year

If Yes, explain:

Other Income 2: \$ _____ Per: ___Week ___Month ___Year

If Yes, explain:

Rental History

Current Landlord Name: Landlord Phone: Landlord Fax:

How long have you lived there? Current Rent: Reason For Leaving?

If less than one year at current address:

Previous Landlord: Previous Landlord Phone: Previous Landlord Fax:

Date moved in and moved out? Previous Rent: Reason For Leaving?

Other Information

Driver's License # State: Expires:

Vehicle Model: Year: License Plate #

Have you ever been evicted and/or owe any Property Management Company or Private Owner money? ___Yes ___No

If Yes, explain:

Have you ever been convicted of a Felony?

If Yes, explain:

Desired Property

___Radcliff Court ___Oxford Hall ___Seaboard Oaks ___Castille Court (1br) ___Castille Court (2br)

Desired move-in date: _____

How did you find out about us? ___Driving By ___Online Search ___Craigslist ___Apartment Guide ___Referral

Name of person who referred you _____

By execution of this application, I hereby authorize **Shucom Properties, Inc.** to make such investigations into my credit history as they may deem appropriate. I understand that such investigations typically include (but are not limited to) verification of employment and salary, rental history and consumer credit reports. By signing below, the applicant gives permission to procure a criminal background check and understands the results of such background check could affect the approval of this application. The undersigned do hereby acknowledge disclosure that the licensee, **Shucom Properties, Inc.** represents the Landlord in a real estate transaction.

RESIDENT'S DUTY TO PROVIDE TRUTHFUL & COMPLETE INFORMATION
WARNING: Section 1001 of Title 18 U.S. Code makes it a criminal offense to willfully falsify a material fact or make a false statement in any matter within the jurisdiction of a federal agency.

Print Name: _____

Signature: _____

Date: _____