



Check List for Support Documentation to be included with the application:

- Non refundable Application fee of \$40.00 for the first applicant and \$35 for each additional applicant 18 yrs of age and over
- Your 2 most recent current employment paycheck stubs as proof of income
- If self employed or commissioned employee, please include last year's tax returns and YTD income
- A legible copy of each applicant's driver's license
- A legible copy of each applicants social security card
- Previous landlords phone and fax number for a landlord verification
- We will not run the application unless all the above items are included

WE RUN THE FIRST COMPLETED APPLICATION WE RECEIVE FOR EACH PROPERTY

Please include this checklist with the completed/signed application to your agent.

Note:

Please complete the following information and sign below as your authority to release this information to the property owner. Only provide adult applicants info only (no children necessary)

First Name: _____ Last Name: _____ Birth Date: _____

Email: _____ Mobile Phone: _____

First Name: _____ Last Name: _____ Birth Date: _____

Email: _____ Mobile Phone: _____

How soon are you willing to take possession and/or start paying rent? _____

How long do you anticipate living in the home? Circle One: 1 year 2 years 2+ years

Number of Pets _____ Breeds _____ Weight _____

Applicant Signature

Date

Applicant Signature

Date

*****Please include this checklist with the completed and signed application to your agent.**

ALL RENTALS THRU PROVIDENT PARTNERS COMPANIES PROPERTY MANAGEMENT ARE NON SMOKING!



Thank you for considering one of our rental homes. We strive to offer the best possible rental homes and we look for great tenants that take pride in the place they live.

After you have filled out the attached rental application form completely, please return to us with the following so that we may begin the 1-2 business day process to run credit and criminal as well as the verification of employment and past rental history:

- ◆ **Non refundable Application fee of \$40.00 for the first applicant and \$35 for each additional applicant 18yrs of age and over**
- ◆ **Your 2 most recent current employment paycheck stubs as proof of income**
- ◆ **A legible copy of each applicant's drivers license**
- ◆ **A legible copy of each applicants social security card**
- ◆ **If self employed, we will need a copy of your tax returns**
- ◆ **A valid telephone number for current and previous landlords and employers**

We will process the application by obtaining a copy of your credit and criminal report. Our requirement is that the verifiable income must be at least three (3) times the amount of the rent. Please know that if you have extenuating circumstances we will be glad to consider them. Payment of additional security deposit up to 1 and 1/2 times the monthly rent may be paid under circumstances to offset risk factors present in the applicant's rental, employment, or credit history.

Qualifications for Rental Applications:

- ◆ No rent judgments in the last three years (unless paid in full and there have been no problems with residency thereafter)
- ◆ Bankruptcy will be considered provided that it has been discharged and credit requirements have been met
- ◆ We will conduct criminal background checks on each applicant 18 years of age and over. Provident Partners Companies Property Management reserves the right to decline applicants based on any information contained in the report
- ◆ Minimum six months steady work history (transfer from another state is acceptable with proof of new job in Arizona)
- ◆ Verification of current employment income and dates are required
- ◆ No skips or evictions in the past 3 years, whether verified by credit report or previous landlords
- ◆ Previous landlords will be called. You may be required to produce a minimum of 3 months of rent receipts or cancelled checks

Security Deposit

- ◆ Amount varies based on rental amount – refundable
- ◆ \$75 Property Evaluation fee - non-refundable
- ◆ \$250 Pet deposit PER PET – refundable
- ◆ \$250-\$300 Cleaning deposit (dependant on size of home) - refundable

Co-Signers

- ◆ Co-signers may be considered. Co-signers must meet all the above criteria to be considered acceptable and must sign the lease as a co-lessee. They are subject the same responsibilities for payment as the Lessee.

Upon approval, we require \$500 Earnest Money to be received within 24 hours. Payment may **ONLY** be made via certified funds (Cashiers Check or Money Order). Earnest Money allows you to hold the property for up to two weeks. You may hold the property for longer than a two week period with full payment of your Security Deposit and management approval. This will be applied to the balance of Security Deposits owed, but is **NON REFUNDABLE** should you decide not to lease.

The Lease Agreement is to be signed upon receipt of your Earnest Money, also within 24 hours approval. The lease outlines all monies that are required to move in and describes our rules and regulations.

Move in funds are REQUIRED to receive keys. Payment must be in the form of Certified Check or Money Order payable to Provident Partners Companies Property Management. **NO PERSONAL CHECKS, CASH OR CREDIT CARDS ACCEPTED.** Your agent will verify the amounts and number of checks required.

A Move In Inspection is enclosed in your lease packet and must be completed and signed before you may move in. Any damages not listed on the Move In Inspection sheet will be charged to you upon your move out and taken out of your deposit. There are no verbal agreements. All changes to the property or agreement must be approved by the owner and signed by our company broker or the property manager.

You are strongly encouraged to obtain Renters Insurance. The owner's policy does not cover your personal belongings.

You must turn on all required utility services, electric, water, trash, sewer, gas or others prior to taking occupancy of the property. You are responsible for determining all the proper utilities needed. If you are applying for a property requiring gas service, it is strongly recommended that you apply for service at least six days prior to occupancy.

We welcome all applicants and we support equal housing opportunities for all. Provident Partners Companies Property Management strives to provide the finest quality real estate service available. Provident Partners, *One Door, One Solution.*

Sincerely,
Provident Partners Companies Property Management

Applicant Signature

Date

Applicant Signature

Date

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Provident Partners Companies 7830 E Evans Rd. Scottsdale, AZ 85260 Phone 480.314.1414 Fax 480.314.2323



Applying for rental residence located at:

Requested move in date : _____ **Rental Amount:** _____

Name of your realtor? _____

APPLICANT		CO-APPLICANT	
NAME (include jr. or sr. if applicable)		NAME (include jr. or sr. if applicable)	
SOCIAL SECURITY NUMBER	DATE OF BIRTH	SOCIAL SECURITY NUMBER	DATE OF BIRTH
DRIVERS LICENSE #	PHONE NUMBER	DRIVERS LICENSE #	PHONE NUMBER
EMAIL	CELL NUMBER	EMAIL	CELL NUMBER

APPLICANT	RESIDENT HISTORY	CO-APPLICANT
PRESENT ADDRESS		
Street _____ Apt # _____		
City _____ State _____ Zip _____		
Name of Landlord/Apt Complex, Telephone # & Fax # _____		
<input type="checkbox"/> Rent Rent Amount _____ Dates from _____ to _____ <input type="checkbox"/> Own Mortgage Amount _____ Dates from _____ to _____		
FORMER ADDRESS		
Street _____ Apt # _____		
City _____ State _____ Zip _____		
Name of Landlord/Apt Complex, Telephone # & Fax # _____		
<input type="checkbox"/> Rent Rent Amount _____ Dates from _____ to _____ <input type="checkbox"/> Own Mortgage Amount _____ Dates from _____ to _____		

APPLICANT	EMPLOYMENT HISTORY	CO-APPLICANT
Current Name & Address of Employer		
Self Employed _____		
Name _____		
Address _____ City _____ Zip _____		
Date From _____ to _____ Phone _____		
Position _____ Supervisor _____		
Monthly Income _____ Fax _____		
Prior Name & Address of Employer		
Self Employed _____		
Name _____		
Address _____ City _____ Zip _____		
Date From _____ to _____ Phone _____		
Position _____ Supervisor _____		
Monthly Income _____ Fax _____		

BANK REFERENCE		
Name of Bank: _____	Branch Location _____	Phone _____
Checking Acct _____	Savings Acct _____	How Long _____

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PROVIDENT PARTNERS COMPANIES
Property Management

RENTAL APPLICATION CONTINUED

List individuals that will be occupying the unit

Name _____ Relationship _____ Date of Birth _____

Name _____ Relationship _____ Date of Birth _____

Name _____ Relationship _____ Date of Birth _____

Have you or the co-applicant

Broken a rental agreement? Yes _____ No _____

Been evicted for any reason? Yes _____ No _____

Had a forcible detainer filed against you? Yes _____ No _____

Been convicted of a crime? Yes _____ No _____

Been convicted of a felony? Yes _____ No _____

Had any credit problems? Yes _____ No _____

Have you filed for bankruptcy? Yes _____ No _____ When? _____ Date Discharged _____

Have you used any other names? Yes _____ No _____ If yes, what? _____ When? _____

Receive any additional income? Yes _____ No _____ If yes, source _____ Amt _____

Will there be any pets in the unit? Yes _____ No _____

Name _____ Type _____ Weight _____ License # _____ Color _____

Name _____ Type _____ Weight _____ License # _____ Color _____

How many vehicles do you plan to park on the property? _____

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

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

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

In Case of Emergency, Notify:

Name	Address	Relationship	Phone Number
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Personal References:

Name	Address	Relationship	Phone Number
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Name	Address	Relationship	Phone Number
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PLEASE READ CAREFULLY

Applicant represents that all of the above statements are true and complete, and hereby authorizes verifications of above information, references, criminal checks and credit records. Applicant(s) acknowledges that false information contained herein constitutes grounds for rejection of this application. This application is preliminary only and does not obligate the owner or representative to execute a lease or deliver possession of the proposed premises. Should any statement made be misrepresented or false, all deposits shall be forfeited. Applicant(s) understand that if, after approval, they choose not to rent this property for any reason, all deposits placed with Provident Partners Companies Property Management are forfeit and no exceptions will be made. Provident Partners Companies Property Management reserves the right to verify application information after move in and may convert the proposed Rent Agreement to a month to month term if misleading information is contained in this application.

By signing below, Applicant(s) attest to the fact they have read and accepted this application and that all of the statements included in this application are true and correct.

Applicant Signature _____ Date _____

Applicant Signature _____ Date _____

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Tenant Charge Card Authorization Form for Applications

I, _____, hereby authorize Provident Partners Companies Property Management, Inc. to charge my credit card account in the amount of: \$ _____
Property address: _____

☐ VISA

☐ MasterCard

Cardholder Name: _____

Billing Address: _____

City, State, Zip: _____

Telephone: _____

Driver's License # & State: _____

DOB: ____ / ____ / ____

As the credit card holder, I hereby authorize Provident Partners Companies Property Management, Inc. to charge the above referenced account.

Cardholder Signature

____ / ____ / ____
Date

Authorization taken via: ☐ Phone ☐ Fax ☐ In person

Taken by: _____

Credit Card Number: _____ - _____ - _____ - _____

Expiration Date: ____ / ____ / ____ Security Code: _____

Revised: 2.16.12