

# APPLICATION FOR RESIDENCY

PLEASE FILL OUT COMPLETELY - THANK YOU

## Please Tell Us about Yourself

Applicant		Last		First		Middle		Maiden		Date of Birth		Social Security #		Driver's License #	
Marital Status		Present Phone No. ( )				9:00 to 5:00		CONTACT PHONE NO.: ( )				Ext.			
Have you ever had an eviction filed against you? Yes No						BREED (Keeping of pets requires a pet deposit and owner's consent)									
Present Address		Street #		Name		Apt. #		City		State		Zip		Rent/Mortgage Pymt	
Landlord Mtg. Co.		Name		Address		City		State		Zip		Phone No. ( )			
Previous Address		Street #		Name		Apt. #		City		State		Zip		Rent/Mortgage Pymt	
Have you or any occupants ever been arrested for, convicted of, put on probation for, or had adjudication withheld or deferred for a felony offense? Yes No										If yes, please explain					

## Please Tell Us about Your Job

Present Employer		Name		Business Address		City		State		Phone No. ( )	
Position		Supervisor		Monthly Income		From / /		to / /			
Previous Employer		Name		Business Address		City		State		Phone No. ( )	
Position		Supervisor		Monthly Income		From / /		to / /			

## Please Give Us the Following Information

Emergency Contact		Name		Full Address		Phone No. ( )					
Automobile 1 <sup>st</sup> Car		Year		Make		Model		Color		Tag #	
Automobile 2 <sup>nd</sup> Car		Year		Make		Model		Color		Tag #	
Children Occupying		Name		Age		Name		Age			
Bank Ref		Name		Location		City		State			

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. Applicant has the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation. **NON REFUNDABLE APPLICATION FEE**--Applicant(s) has paid 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. **APARTMENT DEPOSIT AGREEMENT** --Applicant has deposited an "APARTMENT DEPOSIT" of \$\_\_\_\_\_ in consideration for taking the dwelling off the market while the application is being processed. If applicant is approved by Landlord and/or Management and the lease is entered into and possession of the apartment is taken the "APARTMENT DEPOSIT" shall be applied toward the security/damage deposit. If applicant is approved, but fails to enter into the lease within 3 days of verbal and/or written approval and/or take possession after lease signing, the FULL "APARTMENT 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 "APARTMENT DEPOSIT" shall be refunded only if applicant is not approved. Keys will be furnished only after lease and other rental documents have been properly executed by all parties and only after applicable rentals 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. **NO SMOKING NO PETS!**

I HAVE READ AND AGREE TO THE PROVISIONS AS STATED

Applicant Signature _____ Date _____	SECURITY DEPOSIT	\$ _____	<b>OFFICE USE ONLY</b>  COMMUNITY _____ APT.# _____ RENT _____ APT.TYPE _____ TERM OF LEASE _____ MOVE-IN DATE _____ CREDIT REPORT _____ PHOTO I.D.'d _____
	PET SECURITY	\$ _____	
	PET FEE	\$ _____	
	CREDIT CHECK FEE	\$ _____	
	PAID WITH APPLICATION	\$ _____	
	BALANCE OF DEPOSIT DUE	\$ _____	
	FIRST MONTH'S RENT	\$ _____	
	TOTAL DUE BEFORE MOVE-IN	\$ _____	
	RECEIVED BY: _____	\$ _____	
	APPROVED BY: _____	\$ _____	

This sample has been provided by The Law Offices of Heist, Weisse & Davis, P.A. 1 800 253 8428. Due to the changing nature of the law, we advise that you have your final form reviewed by an attorney before its use. Please feel free to call our firm for updates or review.

**J.W. MORTON PROPERTY MANAGEMENT LLC**

1645 West Main Street

Inverness, Florida 34450-2498

Business (352) 726-9010

Fax (352) 726-0080

**J.W. MORTON PROPERTY MANAGEMENT LLC.**  
**RESIDENT SELECTION CRITERIA**

1. All applicants 18 or older must submit a fully completed, dated and signed residency application and fee. Applicant must provide proof of identity. APPLICANT MUST QUALIFY FOR THE LEASE WITHOUT A CO-SIGNER as J.W. Morton Property Management LLC. A Non-refundable application fee of \$35.00 FOR 1 ADULT, \$50.00 FOR 2 ADULTS, will be required for all applicants.  
This application fee will be used to provide our property management company with a recent credit report to determine the credit worthiness of the applicant.  
Our property management department reserves the right to deny an applicant if there is any derogatory data on this report that may reflect applicant's ability or desire to comply with the terms of the lease.
2. Applicant may need 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. No more than two adults per 1500 square feet of living.
3. Self-employed applicants may be required to produce upon request 2 years of tax returns or 1099's and non-employed individuals must provide verifiable proof of income.
4. All sources of other income must be verifiable if needed to qualify for a rental unit.
5. Applicant may not have a criminal record that contains a conviction for a felony. Sexual offenders and Sexual Predators will not be accepted under any condition. In the event a record comes back "adjudication withheld" further documentation may be required and applicant may be denied on this basis.
6. Previous rental history reports from landlords may be requested and must reflect timely payments, sufficient notice of intent to vacate, no complaints regarding noise, disturbances or illegal activities, no unpaid NSF checks, and no damage to unit or failure to leave the property clean and without damage at time of lease termination.
7. NO PETS (with the exception of medically necessary pets) of any kind are permitted without specific written permission of landlord in the lease document in an addendum to the lease. A **NON-REFUNDABLE PET FEE** acceptable to landlord and/or additional pet deposit or additional security deposit will be required. Fee and deposits are waived for medically necessary pets.

## VICIOUS DOG LIST

The following is a list of breeds that will not be accepted in any rental unit that J.W. Morton Property Management LLC. rents or manages.

**AKITA - AMERICAN STAFFORDSHIRE TERRIER - BULL MASTIFF - CHOW - DOBERMAN PINSCHER - GERMAN SHEPHERD - PIT BULLS - ROTTWEILLER**

8. Applicants will be required to pay a security deposit and sometimes last month's rent at the time of lease execution depending on the owner's requirements. We reserve the right to require a higher security deposit and or additional prepaid rent.
9. The number of occupants must be in compliance with HUD standards/guidelines for the applied unit.
10. We may require a holding or good faith deposit to be collected to hold a property off the market. In the event the application is approved and applicant fails to enter into a lease, the applicant shall forfeit this deposit. In the event the application is approved, this deposit shall be applied to the required security deposit.
11. Any exceptions to our company's criteria will need to be submitted in writing to the rental agent for presentation to the landlord for consideration. If approval is then given for such exceptions, additional security, and/or additional advance rent payments may be required.

\_\_\_\_\_  
TENANT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TENANT SIGNATURE

\_\_\_\_\_  
DATE



## JW Morton

Property Management LLC

1645 West Main Street

Inverness, Florida 34450-2498

Business (352) 726-9010

Megan's law is designed to protect the public by notifying communities when a convicted sex offender moves into an area. Information including photos, identities, and addresses is available from the Florida Department of Law Enforcement (FDLE) at (850)410-7000, or on the internet at the site shown below.

The Applicant is encouraged to contact the Citrus County Sheriff Department for further information,

**[www.sheriffcitrus.org](http://www.sheriffcitrus.org)**

By signing below acknowledges that the real estate licensee has provided this notification.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date