

Rental Application Cover Sheet Addendum

Please be advised that this addendum is considered a legal and binding addition to your rental application. It must be read, signed and returned with your application to be considered complete. It is illegal to discriminate potential tenants in any way. Management will keep any personal and financial information received confidential.

QUALIFICATION REQUIREMENTS:

1. An application for each adult, 18 years or older must be submitted for those who will be residing in the unit. NO EXCEPTIONS!
2. Each Application must contain copies of the following documents:
 - A. Valid (not expired) Photo Identification: state issued ID, Driver's License. and/or Passport
 - B. Social Security Card (Paycheck stub that contains full Social Security Number is acceptable in lieu of SS card).
 - C. Two (2) months' worth of most recent paycheck stub(s) with a year to date figure for each paystub.
 - D. Two (2) months' worth of most recent bank statements that confirm the last two months of payroll/direct deposit.
 - E. If self-employed, individuals must provide full copies of last two (2) years of filed income tax returns and two (2) months of last bank statements.
3. Credit check fee(s) is paid directly by Tenant(s) via rental application screening vendor (ex. Zillow, RentSpree, Rental Beast, etc).
4. Applicants must have a clean credit history: NO BANKRUPTCIES, EVICTIONS, COLLECTIONS, JUDGEMENTS, DELINQUENCIES, OR CHARGE-OFFS.
5. Combined Income for ALL adults, 18 year or older, must equal at least three (3) times the rent.
6. Must be employed for at least one (1) year.

PLEASE NOTE:

IF QUALIFICATION REQUIREMENTS ARE NOT MET, SCREENING FEE(S) PAID DIRECTLY TO A THIRD PARTY IS/ARE NOT REFUNDABLE BY MANAGEMENT AND/OR PROPERTY OWNER. IF APPROVED, evidence of Renter's Insurance plus the first month's rent and security deposit (and any applicable pet deposit) is due prior to move in date. All move-in dues are made payable to *Castillo Realty, Inc.* via cashier's check. No personal checks accepted for NEW MOVE INS. NO EXCEPTIONS! Please submit your entire Application package via email: info@castillorealtyatl.com

By signing this addendum, you agree with all the terms stated above.

Applicant Signature: _____ DATE: _____
Applicant Name: _____

I have visited the Property and had the opportunity to inspect it. I understand that I am accepting the Property "as is" except for any stipulations, changes or modifications that are listed as contingencies of this application. If any stipulations cannot be met, or an acceptable compromise agreed to by all parties, I understand that any fees I have paid with the submission of this Rental Application will be returned to me.

I have not yet visited or seen the Property in person. Nor am I relying on any information, photos, or any other representations of the Agent through whom I learned of this Property except for information the Agent provided to me in writing. However, I understand that if my application is approved, any fees I have paid with the submission of this Rental Application are non-refundable and any obligations under the lease I sign are fully enforceable. Having not viewed the Property will in no way be a reason for any refund or cancellation of the agreement.

INFORMATION ABOUT APPLICANT.

A. General

First Name: _____ Middle _____ Last Name: _____

SS #: _____ Date of Birth: _____

Driver's License #: _____ Driver's License State: _____

Home Phone: _____ Work: _____ Cell: _____

Email Address: _____

Emergency Contact Information: _____

Spouse/Significant Other Name (must fill out a separate application): _____

Names and ages of individuals under 18: _____

Pets? YES NO What Kind? _____ How Many? _____

Pet Weights: _____

B. Residence History

Current Address: _____

City/State/Zip: _____

How Long? _____ Current Lease Amount: \$ _____

Landlord Name: _____ Phone #: _____

Landlord Address: _____

Reason for Leaving: _____

Previous Address: _____

City/State/Zip: _____

How Long? _____ Current Lease Amount: \$ _____

Previous Landlord Name: _____ Phone #: _____

Previous Landlord Address: _____

Reason for Leaving: _____

Address of Property **2907 Clearbrook Dr, Marietta, GA 30068**

Applicant's Initials _____

C. Employment

Employer: _____ Position: _____

Employer Address: _____

City/State/Zip: _____

Supervisor: _____ Business Phone: _____

Length of Time at Present Job: _____ Annual Income: _____

Previous Employer: _____ Position: _____

Employer Address: _____

City/State/Zip: _____

Supervisor: _____ Business Phone: _____

Length of Time at Previous Job: _____ Income: _____

D. Other Matters

Do you have a legal right to be in the United States?

- Yes, I am a U.S. Citizen
- Yes, I have valid documentation from the Bureau of Citizenship and Immigration Service
- No

If you answered "YES" because you are a non-U.S. citizen with valid visa documentation, please provide:

Reason you are in the US: _____

Visa Type: _____ Visa Expiration Date: _____

Have you ever been asked to move out of a residence? Yes No

Have you ever been party to an eviction? Yes No

Are you a registered sex offender? Yes No

Do you have liquid furniture? (i.e. waterbed) Yes No

Do you have renter insurance? Yes No

Have you ever filed bankruptcy? Yes No

Has bankruptcy been discharged or dismissed? Yes No

Have you ever had any debt collection actions against you? Yes No

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