

# **Revival Property Group, LLC.**

## **RENTAL APPLICATION PACKET**

**PO Box 5943 Dayton, OH 45405 [www.revivalpropertygroup.com](http://www.revivalpropertygroup.com) Phone: (937) 252-8764 / Fax: (937) 252-8765**

All Rental Application information must be complete and verifiable. Processing a Rental Application usually takes between two and three business days. Sometimes approval of Homeowners or Condo Associations, Property Owners, or unavoidable circumstances may cause processing to take longer. While RPG will make reasonable efforts to verify the information provided, and will attempt to contact the applicant if there is a delay in verification, incomplete or unverifiable information may result in declining a Rental Application. Upon completion of processing the applicant will be notified immediately that the Rental Application has been approved or declined.

1. A separate Rental Application is required for each adult, eighteen years of age or older, intending to occupy the Premises. A clear and readable photo identification (driver's license, military ID, State ID, passport ID) must be presented with each Rental Application. Each Rental Application must be filled out completely and signed by the applicant.
2. A processing fee of \$30.00 will accompany all applications. If paid in cash the exact amount is required. The processing fee is non-refundable. No Rental Application will be processed without a processing fee. Rent, deposits or other fees are not accepted without an approved Rental Application. If accepted, the \$30 fee will be applied to your first month's rent.
3. Applicants must provide documentation of U.S. citizenship or immigration status. Applicants must provide their Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN). Rental Applications from applicants who are not U.S. citizens or who do not have the legal right to be in the U.S. will be declined. Rental Applications from applicants who are legally in the U.S. but cannot prove that they have the legal right to be in the U.S. through the entire lease term will be declined.
4. Rental Applications from other applicants are accepted until a Rental Application is approved. RPG cannot guarantee that any unit viewed will still be available by the time the Rental Application is processed. Because of the fiduciary relationship RPG has with Property Owners, if more than one Rental Application is submitted before approval can be achieved, then the first qualified applicant will be approved for placement. Remaining qualified applicants may consider other properties available from RPG's rental list.
5. Applicants, including all others who are applying to rent the Premises as one household unit, must have a combined and verifiable gross income of at least three times the monthly rent or comparable amount if income is tax-free.
6. Reliable documentation and telephone numbers, including work fax numbers, for all income sources must be provided. Employment and income will be verified on all applicants. Self-employed applicants may be required to produce upon request the previous year's Tax Return (1040). Non-employed applicants must provide proof of income and/or financial ability. Applicant may, at applicant's discretion, provide payroll check stubs covering a minimum of the last three months as additional documentation to assist in verifying current employment and income.
7. A credit report from a national credit reporting agency will be obtained on all applicants.
8. A history of bankruptcy is cause for rejection of a Rental Application unless the bankruptcy has been fully discharged and the applicant has established satisfactory credit history for at least two full years after discharge. Also, additional security deposit and/or guarantor may be required at the sole discretion of RPG.
9. Any of the following by any person intending to occupy the premises is cause for rejection of a Rental Application:
  - Any conviction or adjudication other than acquittal of a sex offense.
  - Any conviction or adjudication other than acquittal of a felony.
  - Any conviction or adjudication other than acquittal of the illegal manufacture or distribution of a controlled substance.
  - A history of illegal gambling; engaging in prostitution; illegal drug use; abuse of or illegal treatment of animals, or the manufacture and/or distribution of drugs, firearms, explosive devices, or pornography.
  - A history of violence or of threats made to a Landlord, Landlord's agent, neighbors, or others.
  - A history of any eviction actions.

Applicant's Initials: \_\_\_\_\_

## Revival Property Group, LLC Rental Application and Applicant Criteria

10. Residency must be verified for a minimum of the last twenty-four months with no interruptions. Rental history references must reflect timely payment, appropriate notice of intent to vacate, no complaints regarding disturbances or illegal activities, no history of violence or threats and/or intimidation of others, no NSF checks, no damage to previous rental units, and no failure to leave the premises clean and without damage at the time of lease termination.
11. Applicant must list each state in which residency has been established, including states where the applicant has attended school or received training, worked, or served in the armed forces.
12. As per guidance from the United States Department of Housing and Urban Development ("HUD"), maximum occupancy is two persons per bedroom. Persons under two (2) years of age are not included in the count.
13. The full name of all intended occupants must be listed on the Rental Application. Applicant must list every other name or AKA (Also Known As) that has been used for obtaining or attempting to obtain housing, or credit, or for any other business purpose.
14. If approved the applicant must sign a Lease Agreement within one business day, and all monies due—rent, security deposit, and any other sums due, if any—must be paid in full with certified funds (official bank cashier's check or money order) at the time of lease closing and prior to taking possession of Premises. In the event the applicant fails to sign a Lease Agreement within one business day after approval, it will be assumed that the applicant has withdrawn and the Premises will be offered to others.
15. Applicant will be required to pay a security deposit at the time of lease closing in a minimum amount of \$250.00. In Owner/Landlord's sole discretion, a higher security deposit, and/or additional pre-paid rent, and/or guarantors may be accepted in lieu of acceptable credit or landlord history. *A guarantor must complete a Rental Application packet, pay the application fee, and be qualified in order to be a guarantor.*
16. A sample copy of the Lease Agreement is available on our website [www.revivalpropertygroup.com](http://www.revivalpropertygroup.com). Applicants are encouraged to review the Lease Agreement prior to submitting an application to rent.
17. Upon approval, I understand it is my responsibility to provide the following at time of lease closing:
  - a. Rent
  - b. Security Deposit

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Applicant's Initials: \_\_\_\_\_

**Revival Property Group, LLC. RENTAL APPLICATION DISCLOSURE AND AUTHORIZATION**  
PO Box 5943 Dayton, OH 45405 www.revivalpropertygroup.com Phone: (937) 252-8764 / Fax: (937) 252-8765

**RENTAL APPLICATION DISCLOSURE AND AUTHORIZATION**

APPLICANT'S NAME (please print clearly): \_\_\_\_\_

Social Security Number (SSN) / Individual Taxpayer Identification Number (ITIN) \_\_\_\_\_

I, the UNDERSIGNED APPLICANT, affirm that the information contained in this Rental Application is true and correct. I understand that misstatements, either false or incorrect, may result in rejection of this and any future Rental Application for housing managed by RPG and/or my lease may be held in default and I may be subject to eviction.

I authorize the investigation and release of the information on all statements contained herein, including but not limited to a credit report, rental information, employment verification, income verification, and all public records to RPG and/or its principal and/or the owner of any property which I am applying to occupy. I further agree to hold harmless RPG and all providers of information on the applicant listed above. I hereby waive any right of action now or hereafter accruing against any person or entity as a consequence of the release or exchange of such confidential information.

I understand that due to the Fair Credit Reporting Act, I will not be furnished with a copy of my credit report from RPG. I understand and agree that this Rental Application and any and all work product produced in evaluating this Rental Application is the sole and exclusive property of RPG.

Molds are naturally occurring organisms that may or may not present health risks to certain individuals who are exposed to molds over time. Additional information regarding mold and mold testing may be obtained from your County Public Health Unit. Any mold testing will be at applicant's expense and must be completed prior to the occupancy date of the Lease Agreement.

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not taken care of properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, landlords must disclose the presence of known lead-based paint and lead-based hazards in the dwelling. Tenants must also receive a federally approved pamphlet on lead poisoning prevention. It is the policy of RPG to provide this disclosure and federally approved pamphlet before renting any pre-1978 housing.

The policy of RPG is to report any amounts owed at the end of tenancy to a collection agency and/or national credit-reporting agency.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Revival Property Group, LLC. RENTAL APPLICATION

PO Box 5943 Dayton, OH 45405 www.revivalpropertygroup.com Phone: (937) 252-8764 / Fax: (937) 252-8765

Address of Rental Property: \_\_\_\_\_

How soon can you move? \_\_\_\_\_

### PERSONAL INFORMATION

Applicant's Full Legal Name: \_\_\_\_\_

Maiden name: \_\_\_\_\_ N/A

Nickname or A/K/A: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security # or ITIN: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Driver License #: \_\_\_\_\_ State: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

### Please list all other prospective tenants/occupants:

Full Legal Name: Relationship Party to Lease Occupant Only Date of Birth

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

### RESIDENCE INFORMATION

Current Address: \_\_\_\_\_ Apt. # \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Landlord/Owner's name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Rent amt: \$ \_\_\_\_\_ Rented from: \_\_\_\_\_ to \_\_\_\_\_ Number of residents: \_\_\_\_\_

Is your current lease ending? Yes  No

Was proper written notice given? Yes  No  When? \_\_\_\_\_

Reason for moving: \_\_\_\_\_

Former Address: \_\_\_\_\_ Apt. # \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Landlord/Owner's name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Rent amt: \$ \_\_\_\_\_ Rented from: \_\_\_\_\_ to \_\_\_\_\_ Number of residents: \_\_\_\_\_

Was your lease expired? Yes No

Was proper written notice given? Yes No When? \_\_\_\_\_

Reason for moving: \_\_\_\_\_

Applicant's Initials: \_\_\_\_\_

Revival Property Group, LLC Rental Application and Applicant Criteria

Former Address: \_\_\_\_\_ Apt. # \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Landlord/Owner's name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Rent amt: \$ \_\_\_\_\_ Rented from: \_\_\_\_\_ to \_\_\_\_\_ Number of residents: \_\_\_\_\_

Was your lease expired? Yes No

Was proper written notice given? Yes No When? \_\_\_\_\_

Reason for moving: \_\_\_\_\_

List all other states in which you have established residency, including states where you have attended school or served in the armed forces: \_\_\_\_\_

**Additional Residence information**

Have you ever been evicted?..... Yes No

Has an eviction action ever been filed against you?..... Yes No

Have you ever moved in order to avoid an adverse action against you? ..... Yes No

Have you ever been denied renewal of a rental agreement? ..... Yes No

Have you ever refused to pay rent?..... Yes No

Have you ever paid rent late (beyond your grace period)?..... Yes No

Have you ever moved before your rental agreement was complete? ..... Yes No

Have you ever defaulted on a rental agreement?..... Yes No

Have you ever been given notice that you were in non-compliance with your rental agreement? ..... Yes No

Have there been complaints against you for disturbances or illegal activities?..... Yes No

Do you have any outstanding balances with a current or prior landlord?..... Yes No

**If you answered "Yes" to any of the above additional residence information questions, you may attach a written explanation to this application.**

**EMPLOYMENT INFORMATION**

Current employer: \_\_\_\_\_ Hire date: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Supervisor Phone: \_\_\_\_\_

Your position: \_\_\_\_\_ Monthly **Gross** Income: \$ \_\_\_\_\_

Other employment/sources of income: \_\_\_\_\_

Contact person: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Other Monthly Gross income amount: \$ \_\_\_\_\_

Former employer: \_\_\_\_\_ Employed: \_\_\_\_\_ to: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Supervisor Phone: \_\_\_\_\_

Your position: \_\_\_\_\_ Monthly **Gross** Income: \$ \_\_\_\_\_

Applicant's Initials: \_\_\_\_\_

Revival Property Group, LLC Rental Application and Applicant Criteria

**VEHICLE INFORMATION**

Auto 1

Make/Model: \_\_\_\_\_ Year: \_\_\_\_\_ Tag # \_\_\_\_\_ State: \_\_\_\_\_

Auto 2

Make/Model: \_\_\_\_\_ Year: \_\_\_\_\_ Tag # \_\_\_\_\_ State: \_\_\_\_\_

Do you have any of the following:

- RV
- Boat
- Trailer

Yes No

If yes, please describe: \_\_\_\_\_

**CREDIT INFORMATION**

Have you ever declared bankruptcy? Yes No If yes, when? \_\_\_\_\_

Are there any judgments, collections or liens against you? Yes No

**If you answered "Yes" to any of the above credit information questions, you may attach a written explanation to this application.**

**CRIMINAL HISTORY**

Have you ever been convicted of, or pleaded guilty or

"no contest" to a felony (whether or not resulting in conviction)? ..... Yes No

Have you ever been convicted of, or pleaded guilty or

"no contest" to a misdemeanor involving sexual misconduct

(whether or not resulting in a conviction)? ..... Yes No

**PERSONAL REFERENCES**

Reference 1: \_\_\_\_\_ City: \_\_\_\_\_ Phone: \_\_\_\_\_

Reference 2: \_\_\_\_\_ City: \_\_\_\_\_ Phone: \_\_\_\_\_

Reference 3: \_\_\_\_\_ City: \_\_\_\_\_ Phone: \_\_\_\_\_

**Applicant's Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

Applicant's Initials: \_\_\_\_\_