



1244 So. Wadsworth Blvd.  
Lakewood, Colorado 80232  
Office - 303-985-4670  
Fax - 303-380-2010  
[www.assuredrpm.com](http://www.assuredrpm.com)

## RENTAL APPLICATION

### Qualifications checklist:

- Do you have 2+ years of excellent landlord history? Landlords that are relatives or roommates will not be used for references. Evictions or unpaid rental debt may cause a decline. We will need a completed signature release for landlord verification form.
- Is your gross household income 3 times or more than the rent? We need recent pay stubs or tax forms (for self-employed). Proof of savings can help if your income is too low (for example you are retired).
- Is your credit score good? For credit report verification we need copies of ID and Social Security card for each applicant. Our credit reporting company provides us with a "FICO" score, the higher your score, the better your chance for approval. Bankruptcies must be discharged.
- Do you have any pets? Pets & breeds are dependent on property owner's wishes and additional security deposit will be required. Minimum pet age 1 year, we will need vet records and photo.
- Do you have the security deposit to secure a lease with today?
- Additional credit may be given for previous landlord history (two rental references), over two years at your current residence, over two years at your current job or extra low debt obligations.
- Misdemeanor or excessive traffic violations may cause a decline. Felonies may cause a decline.
- If you don't fall within these guidelines, ask us. We may be able to approve your application with a co-signer or additional security deposit.

### Also please note...

- We cannot process incomplete application files. It may take 1-2 business days to process completed application files.
- Each adult over 18 living in the property must be listed on the lease agreement and must complete the application process.
- We do not hold homes; plan on signing the lease ASAP after approval.
- Security deposit, lease administration fee and the first month's rent must be paid in the form of a cashier's check, certified funds or money order prior to occupancy.
- Smoking and marijuana are not allowed in any of our rental homes.
- Application fee is non-refundable.

### Important:

- Keep a copy of this application for your records as it is an addendum to the lease agreement.
- Your application may fall into a back-up position if a fully completed application is received before you are able to complete your application file.

# RENTAL APPLICATION

All Applicants, eighteen (18) years of age or older, who will be living in the rental home, must fill out a separate Application

## Applicant Information

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_ *City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Driver's license & state: \_\_\_\_\_

Rental Property Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES  NO  If no, are you authorized to live in the U.S.? YES  NO

Have you ever been evicted? YES  NO  If yes, when? \_\_\_\_\_

Have you ever broken a rental agreement or lease contract? YES  NO  If yes, when? \_\_\_\_\_

Do you require any special accommodations? YES  NO  Do you smoke? YES  NO

Have you ever been convicted of a felony? YES  NO

If yes, explain: \_\_\_\_\_

## List all occupants

Please list everyone who will be living in the rental home.

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

# RENTAL APPLICATION

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

## Residence History

Current Landlord: \_\_\_\_\_ Complex Name: \_\_\_\_\_

*Last* \_\_\_\_\_ *First* \_\_\_\_\_ *M.I.* \_\_\_\_\_

Address: \_\_\_\_\_

*Street Address* \_\_\_\_\_ *Apartment/Unit #* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *ZIP Code* \_\_\_\_\_

Phone: \_\_\_\_\_ Email \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Previous Landlord: \_\_\_\_\_ Complex Name: \_\_\_\_\_

*Last* \_\_\_\_\_ *First* \_\_\_\_\_ *M.I.* \_\_\_\_\_

Address: \_\_\_\_\_

*Street Address* \_\_\_\_\_ *Apartment/Unit #* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *ZIP Code* \_\_\_\_\_

Phone: \_\_\_\_\_ Email \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

## Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your supervisor for a reference? YES  NO

# RENTAL APPLICATION

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

## Criminal Background

Have you been convicted, pleaded guilty or nolo contendere (no contest), received a deferred sentence, deferred prosecution, diversion, continued adjudication, continued petition, of any felony or felony/misdemeanor sex offense within the past 10 years? YES NO

Are you registered or under consideration for registration as a sexual offender? YES NO

Are you currently facing prosecution for any felony or felony/misdemeanor sex offense? YES NO

Please note: A yes answer may result in denial of the Rental Application

## Bed Bugs

Are you aware of any facts or circumstances that you, your personal property or your current or previous residences were exposed to bed bugs? YES NO

IF YOU HAVE BEEN EXPOSED to bed bugs within the last two years. Do you represent and warrant that all of your personal property has been inspected, professionally treated if warranted and that no bed bugs are present in your personal property? YES NO

Please note: If you have been exposed to bed bugs and are unwilling to warrant and document that your belongings are bed bug free, your application could be denied.

# RENTAL APPLICATION

## Do You Own Any Pets?

*Please list all pets to be kept at the rental home.*

Pet Name &

Age: \_\_\_\_\_

Weight: \_\_\_\_\_

Neutered or  
Spayed? \_\_\_\_\_

Type/Breed: \_\_\_\_\_

Please note: **Current vet records and photo of pet required**

Pet Name &

Age: \_\_\_\_\_

Weight: \_\_\_\_\_

Neutered or  
Spayed: \_\_\_\_\_

Type/Breed: \_\_\_\_\_

Please note: **Current vet records and photo of pet required**

## Vehicle

*Please list all vehicles to be kept at the rental home.*

Year &

Make: \_\_\_\_\_

Color: \_\_\_\_\_

License # \_\_\_\_\_ State: \_\_\_\_\_

Year &

Make: \_\_\_\_\_

Color: \_\_\_\_\_

License # \_\_\_\_\_ State: \_\_\_\_\_

Year &

Make: \_\_\_\_\_

Color: \_\_\_\_\_

License # \_\_\_\_\_ State: \_\_\_\_\_

## Emergency Contact (not residing with you)

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

# RENTAL APPLICATION

## Deposits, Requirements and Fees

Assured Management, Inc. requires a non-refundable application processing fee; the processing fee is NOT a rental payment or security deposit. This amount will be retained by Assured Management to cover the cost of processing the application as furnished by the applicant, regardless if the applicant is approved or denied; any false or misleading information or intentional omission will result in rejection of application. Completed applications will be reviewed on a first come, first served basis. An application is not considered complete until all necessary and required information is provided by applicant and applicant has signed all necessary documents. It is the responsibility of the applicant to insure all required documents have been signed.

All applicants, eighteen (18) years of age or older who will be residing in an Assured Management managed rental property must fill out a separate application. Applicants between the ages of 18-21 must have a co-signer who must also submit an application.

Processing of properly completed applications normally takes 2 working days. However, the application will be processed as quickly as possible (only fully complete applications will be processed). If your application is approved, you will have **24 hours to submit a security deposit (certified funds) and sign a lease.** If someone else signs a lease and rents the property before your application is processed, the processing fee may be refunded or you may transfer your application to another of our available properties.

## Disclosure

I warrant and represent the information provided on this application to be true and correct. I authorize Assured Management to make such investigation into my credit, employment, rental and criminal history, as Assured Management may deem appropriate, and release all parties from liability for any damage that may result from furnishing such information to Assured Management. Assured Management shall have the continuing right to review and obtain this credit and criminal information, rental application, payment history and occupancy history for account review, improving application review methods, and all other purposes. If approved, applicant shall have a continuing and on-going duty to update all of the information provided on the application. Applicant acknowledges that Assured Management may enter into a lease in reliance on the information contained in applicant's rental application and any and all other information provided to Assured Management by applicant. Applicant/Resident shall promptly notify Assured Management in writing of any subsequent change in the information provided by applicant on applicant's application. If applicant is approved, Assured Management shall have the right to terminate applicant's tenancy on three days notice to quit: 1) if it is determined that applicant provided false or misleading information on this application, or 2) if the application information is no longer correct, for example, applicant is convicted of a sexual offense after moving into the premises. Assured Management does not have a duty to verify, and does not represent or promise that it will verify, the accuracy or the answers provided in the application of any applicant. Furthermore, Assured Management has no duty, and expressly disclaims any obligation, to perform a criminal background check on each applicant. Assured Management does not represent or guarantee that all residents have no prior criminal record or background. Assured Management's approval or denial of this application is based on information provided by independent third parties. Assured Management makes no representation as to the accuracy of the information that Assured Management obtains from third parties in approving or denying this application. Assured Management hereby disclaims any liability for the accuracy of such information that Assured Management obtains pursuant to applicant's consent.

Assured Management will not release copies of any report generated as a result of processing this application to anyone for any reason.

This application is preliminary only and does not obligate Assured Management to execute a lease or to deliver possession of the dwelling unit to applicant. The rental agreement will not become effective until this application is approved by Assured Management.

## DISCLOSURE OF BROKERAGE RELATIONSHIP LEAD-BASED PAINT AND ASBESTOS DISCLOSURE

Resident/Applicant understands and acknowledges that Broker is the agent for the property owner (Landlord), and Broker represents only the Landlord's interests in this transaction. The Owner (Landlord) of the property has granted to Broker the authority to manage and administer the Premises and Property and to enter into, administer and enforce provisions of

# RENTAL APPLICATION

this Application and any subsequent Lease that may result from the approval of this Application, and Broker is not considered an agent for the Resident/Applicant at any time for any reason. As a prospective Resident, you are a customer in this transaction. A customer is a party to a real estate transaction with whom the Broker has no brokerage relationship because such party has not engaged or employed the Broker, either as the party's agent or as the party's transaction-broker. If you desire representation, Broker recommends that you obtain either your own Broker or legal advice from an attorney.

Different brokerage relationships are available that include seller agency, landlord agency, buyer agency, tenant agency or transaction-brokerage. The Colorado Real Estate Commission has a form setting forth the definitions of these working brokerage relationships (Form BDT20-5-09). Upon request, Broker will provide the working definitions of the various brokerage relationships to you.

Prior to signing a lease for the Premises, AMI is legally required to provide all Prospective Residents (Applicants) with DISCLOSURES OF INFORMATION ON LEAD-BASED and/or LEAD-BASED PAINT HAZARDS for properties built prior to 1978. While not legally required, AMI has voluntarily disclosed that the rental property may contain asbestos.

## Disclaimer and Signature

*By signing below, you declare that all your statements on this application are true and complete. We may at any time furnish information to consumer reporting agencies and other landlords or property managers regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the lease contract, the rules, and financial obligations. Electronic and digital signatures are legally binding. By submitting this form you are submitting your electronic signature. Please use your mother's maiden name as the unique identifier below.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_