

We're glad that you're interested in renting from us! Please read the information on this page carefully before submitting an application.

### **Application Minimum Requirements:**

- Monthly income must meet or exceed 3x monthly rent.
- Clean criminal background.
- No evictions on record.
- Good references from previous landlords.

### **Application Process:**

- Applications will be processed in 2-3 business days. Processing time will be longer if application is incomplete or missing supporting documentation.
- After we receive your application, we will review it to make sure you meet all requirements. We may also call your references and verify other information at this time. Once we ensure you meet all requirements and verify the information provided, you will receive an email with instructions for completing the criminal background check and credit check. The cost is approximately \$35 per adult and it is paid directly to a 3<sup>rd</sup> party company who processes the background and credit checks. Your application will not be considered completely processed until the background check and credit check are complete.
- Applications will be processed in the order they are received. We will choose the first applicant who we can successfully verify meets or exceeds all requirements and who passes background and credit checks. If multiple applicants meet or exceed all requirements, we reserve the right to choose the most qualified applicant.

### **Before you fill out an application, please note:**

- One (1) application must be submitted for each adult (18 or older) who plans to reside at the property.
- You will need to provide proof that your monthly household income is at least 3x the rent amount (*i.e. if the rent is \$1,000 per month, you will need to prove that the combined monthly take-home pay of all adults who will be residing at the property is at least \$3,000 per month*). This can be done by including the last 3 months of pay stubs, bank statements, or other verifiable documentation when you submit your application. We do not make exceptions to this requirement.
- If you are self employed, you must provide us with the last two (2) years of federal income tax returns in order for us to verify your income.
- We will run a criminal background check for each applicant. You will need a CLEAN record in order to rent from us. No exceptions.
- We will perform a credit check for each applicant. A high credit score is not a requirement to rent from us, but the individual items on the credit report may factor into our decision to approve or deny the application. Credit score may also be used as a "tiebreaker" between two qualified applicants.
- We require references from your previous landlords. We must be able to speak with your previous landlords and obtain good references from them. We will also check nationwide court records for evictions and judgments. We do NOT rent to anyone with an eviction on his or her record. No exceptions.

# One Part Gen, LLC

## Rental Application

### Applicant Information

Full Legal Name:		Email Address:	
Are you currently married?:	Name of Spouse:	Your Maiden Name:	
Date of Birth:	SSN:	Driver's License Number:	
Current Address:			
Home Phone:	Cell Phone:	Work Phone:	
Do you currently: Rent Own Other (Please circle)		If other, please explain:	
Current monthly house payment or rent:		How long have you lived at your current address?	
Current Landlord's Name:		Current Landlord Contact Phone Number:	

### Current Employment Information

Current Employer:		Your Position:	
Employer Address:			
Employer Phone:		Supervisor's Name:	
Supervisor's Phone:		Supervisor's Email:	
Date you were hired:	Are you paid: Hourly Salary (Please circle)	Monthly income:	

### Past Employment Information

Previous Employer:		Your Position:	
Previous Employer Address:			
Previous Employer Phone:		Previous Supervisor's Name:	
Previous Supervisor's Phone:		Previous Supervisor's Email:	
Date you were hired:	Were you paid: Hourly Salary (Please circle)	Previous Monthly income:	

### Emergency Contact Information

Name of a person who will NOT be residing with you:	
Emergency Contact Address:	
Emergency Contact Phone:	Relationship to you:

### Previous Addresses (Please list every address you have lived at for the past 5 years)

<b>Address #1:</b>		Dates you lived here:	
Did you: Rent Own Other (Please Circle)	If other, please explain:		
Landlord's Name:		Landlord's Phone Number:	
Monthly Rent or House Payment:	Reason you moved:		
<b>Address #2:</b>		Dates you lived here:	
Did you: Rent Own Other (Please Circle)	If other, please explain:		
Landlord's Name:		Landlord's Phone Number:	
Monthly Rent or House Payment:	Reason you moved:		
<b>Address #3:</b>		Dates you lived here:	
Did you: Rent Own Other (Please Circle)	If other, please explain:		
Landlord's Name:		Landlord's Phone Number:	
Monthly Rent or House Payment:	Reason you moved:		
<b>Address #4:</b>		Dates you lived here:	
Did you: Rent Own Other (Please Circle)	If other, please explain:		
Landlord's Name:		Landlord's Phone Number:	
Monthly Rent or House Payment:	Reason you moved:		

**Additional Information**

How many times have you broken a lease agreement?:	Details:
How many times have you had an eviction filed against you?:	Details:
How many times have you been arrested?:	Details:
How many times have you been convicted of a felony?:	Details:
How many times have you been convicted of a misdemeanor?:	Details:
Have you been ordered by a court to pay a monthly settlement, child support, or alimony?	Total amount per month:
Do you make monthly payments on cars, trucks, boats, RVs, or other vehicles?	Total amount per month:

**Additional Income**

Additional Monthly Income:	Source of Additional Income:
Is this income permanent or temporary? Explain:	
Person to verify with:	Phone:

**References (Need at least 1 reference, preferably not a family member)**

Name:	Relationship to you:
Address:	Phone:
Name:	Relationship to you:
Address:	Phone:
Name:	Relationship to you:
Address:	Phone:

**Minor Children (List all children who will be residing at the property with you)**

Name:	Date of Birth:
Name:	Date of Birth:
Name:	Date of Birth:
Name:	Date of Birth:

**Pet Information**

Type:	Breed:	Weight:	Name:
Type:	Breed:	Weight:	Name:
Type:	Breed:	Weight:	Name:

**Auto Information**

Year:	Make:	Model:	Color:	Tag#:
Year:	Make:	Model:	Color:	Tag#:
Year:	Make:	Model:	Color:	Tag#:

**Timeframe**

Do you have a lease where you are currently living? YES NO If yes, when does it expire?
When will you be ready to move?:

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.

**NON-REFUNDABLE APPLICATION FEE – Applicant will be charged a non-refundable application fee for every adult (18 or older) to cover the cost of credit reports and background checks. The application fee is approximately \$35.00. After returning this completed application to the landlord, the landlord will send the applicant an email with instructions for initiating the credit reports and background checks. The applicant will pay the application fee at that time directly to a third party reporting agency. The application will not be processed until the landlord receives the credit reports and background checks. Application approval and/or denial is not based solely on the credit reports and background checks. There are many other factors the landlord will consider. Therefore, an excellent credit report and clean background check do not guarantee application approval.**

Lease must be signed within 3 calendar days after Landlord notifies applicant that their application has been approved. Failure of applicant to sign the lease within 3 days of approval will result in Landlord moving on to the next applicant.

Keys will be furnished only after lease and other rental documents have been properly executed by all parties and only after applicable rental 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.

I HAVE READ AND AGREE TO THE PROVISIONS AS STATED

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

\_\_\_\_\_  
Date

**Please submit completed applications to:**

**info@rentgenstar.com (preferred)**

**One Part Gen, LLC  
871 S. Central Ave, Ste. A  
Umatilla, FL 32784**

**FAX: (352) 669-8355**

**\*\*\*For questions about this application, call or text Matt at (352) 406-4077\*\*\***