



FULLY COMPLETED APPLICATIONS ACCEPTED ONLY WITH A SECURITY DEPOSIT EQUAL TO ONE MONTH'S RENT AND A COPY OF YOUR PICTURE ID. SECURITY DEPOSIT CAN BE PAID IN OUR OFFICE OR BY WIRE TRANSFER FOR A \$12.00 BANK TRANSACTION FEE. WE DO NOT ACCEPT CREDIT CARDS. TO SPEED UP PROCESSING, PLEASE SUBMIT MOST RECENT PAYSTUB(S).

Address of Residence Applied For _____ Preferred Date of Occupancy _____

How Did You Learn About us? _____ Are you working with an Agent other than our leasing agent? _____

Agent's name _____ Company _____ Phone Number _____

Agent's email address _____

Personal Information (If more applicants, please submit an additional application)

Applicant's Name _____ Date of Birth _____ SSecurity # _____

Applicant's Phone # _____ Email Address: _____

Co-Applicant's Name _____ Date of Birth _____ SSecurity # _____

Co-Applicant's Phone # _____ Email Address: _____

Other Residents

Name _____ Relationship _____ Age _____ Name _____ Relationship _____ Age _____

Name _____ Relationship _____ Age _____ Name _____ Relationship _____ Age _____

Residence History

Present Address _____ Length of time at present Address _____

City _____ State _____ Zip _____

Present Landlord/Mortgage Holder _____ Telephone _____

Lease End Date _____ Monthly Rent/Mortgage Payment \$ _____

Previous Address _____ Length of time at previous Address _____

City _____ State _____ Zip _____

Previous Landlord/Mortgage Holder _____ Telephone _____

Lease End Date _____ Monthly Rent/Mortgage Payment \$ _____

Employment Information

Applicant's Employer _____ How Long? _____

Employer's Address _____ Phone _____

Position _____ Salary/Month _____ Contact to verify Emp/Income _____

Co-Applicant's Employer _____ How Long? _____

Employer's Address _____ Phone _____

Position _____ Salary/Month _____ Contact to verify Emp/Income _____

Pets (Approval and Fee Required)

Type _____ Weight _____ Age _____ Type _____ Weight _____ Age _____

Automobiles

Year _____ Make _____ Model _____ Color _____ License No. _____ State _____

Year _____ Make _____ Model _____ Color _____ License No. _____ State _____

I (WE) HEREBY AUTHORIZE MIROWITZ REAL ESTATE INVESTMENTS, INC. TO VERIFY THE VALIDITY OF ALL THE ABOVE INFORMATION, AND TO INQUIRE NOW OR PERIODICALLY WITH MY EMPLOYERS, FINANCIAL INSTITUTIONS, AND ANY OF THE CREDIT REPORTING BUREAUS AVAILABLE TO HIM. I (WE) AGREE TO SUPPLY ANY ADDITIONAL INFORMATION NEEDED BY OWNER/AGENT TO PROCESS THIS APPLICATION. **I (WE) UNDERSTAND THAT THE DEPOSIT SUBMITTED WITH THIS APPLICATION IS NON-REFUNDABLE IN THE EVENT MY APPLICATION IS APPROVED AND I (WE) DECIDE NOT TO LEASE THE PROPERTY.**

Applicant _____ Co-Applicant _____ Date _____

Frequently Asked Questions

What are your rental requirements? Applications ONLY accepted with a security deposit equal to one month's rent. Applications are reviewed on the basis of past and present credit history, steady and dependable income, the ability to meet your present financial obligations in addition to the proposed lease. To speed up processing, please submit most recent paystub(s). **For security purposes, the credit bureau requires we obtain a copy of a picture ID of all applicants.**

Do you accept short term leases? Most of our homes require a minimum one year lease. However, we will sometimes consider a shorter term. A rent premium may apply. Contact our office to be sure.

Do you accept pets? We do accept pets in most of our properties, upon payment of a nonrefundable pet fee. Pets are approved on a case-by-case basis, depending on the type of property, type, age and size of the pet. In most cases the fee is \$200 per pet. Please ask our leasing agent about your particular situation so that we can make a determination on your pet.

What is the application fee? There is no application fee. However, **you must submit a deposit equal to one month's rent at the time you make the application.** Security Deposit can be paid in our office, or by Wire Transfer for a **\$12.00 bank transaction fee. We do not accept credit cards.**

What if I am declined? In the event your application is declined, your deposit will be returned.

What if I change my mind? Please make sure that you are certain of your desire to lease a property before you submit an application. **The deposit is returned only if your application is declined. If you change your mind, you forfeit your deposit.**

When will I know if I'm approved? It generally takes 1-2 business days to review your application. We use this time to review your credit report, verify employment and income information, and contact your present and previous landlord. A properly completed application will make this process smoother.

Am I responsible for maintenance and repairs? Generally, you are responsible for only routine maintenance such as changing furnace filters, light bulbs or batteries in smoke detectors, and cutting the grass (if applicable). We will handle all repairs, such as broken appliances, leaky faucets, or a running toilet. You can call, fax or e-mail your request. In case of an after-hours emergency, our property manager can be paged using the options available on her voice mail. We classify calls into 3 categories: Urgent, Routine & Improvement. Our goal is to address maintenance concerns within 24 hours for all urgent calls, 7 days for routine calls and 30 days for improvements. An improvement would include exterior painting or siding, a new roof, installation of new landscaping or other similar improvement to the property. These improvements are most often initiated by a member of our staff after visiting a property for a routine inspection.

How are lease renewals handled? Approximately 75 days before your lease expires we will contact you with your options for renewing, be it for a month-to-month option, a year or more, we'll let you know the rate and options available to you so you can make an informed decision.

What is expected when I move out? Should you choose not to renew, we will send you a confirmation letter, along with our requirements and procedures for return of your security deposit. The property should be left clean, free of all personal belongings and in substantially the same condition as when you moved in (normal wear and tear is expected). A move-out inspection will be completed and your deposit returned, less any damages, usually within 10 days, but no more than 30 days.