



Hover Girl Properties' Rental Application Disclosure



1. **Application** - Go to our website: <http://www.hovergirlproperties.com>.
2. Navigate to the “Tools” tab to select “Rental Application and Payments”
3. Click the first box for the Rental Application to download the PDF form. It is also set up for you to be able to tab through the cells to complete, print and sign.
 - Fill it out in its entirety.
 - Incomplete and/or unsigned rental applications will not be processed.
 - Married couples may fill out one rental application.
 - Each occupant over 18 must fill out an application and be screened.
 - Please be sure the form is complete, legible and signed by all prospective applicants. Email in .pdf the completed application to your Hover Girl Agent directly. It can also be faxed to our secure fax line at 1-888-988-9284.
4. **Application Payment** - Follow the same prompts to the “Tools” tab to select “Rental Application and Payments”.
 - Click the second box for All Active Duty **and** Spouse Application fees. (\$25 Each)
 - Click the third box for all other application fees (\$50 Each)

Resident Screening - In combination with verifying rental and employment history, Hover Girl Properties uses a third party to provide resident screening to establish tenant worthiness. A credit check, nationwide criminal check and an eviction check will be performed. We require a no less than two business days to perform our due diligence in resident screening. You will be signing the rental application acknowledging we will be performing a thorough credit, criminal and eviction background screening. Your application and its results may be shared with the Owner of the property to determine tenant worthiness.

Payment - Funds to secure property can only be paid via ACH. You understand you will be asked to complete an ACH authorization form. If the property you rent is managed by Hover Girl Properties as an agent for the Owner, the only form of payment allowable for your monthly rent is via ACH. Rent payments are initiated on the first business day of each month. Please ask agent for details.

**Kindly contact your Hover Girl Agent
with any leasing and application questions.**

↑ Feed Into Fax Machine ↑

RENTAL APPLICATION

This application is formatted so you can tab through the cells, type in the required information, print, sign (signature is mandatory) and then:

Fax to: 1-888-988-9284 **or** scan and email in .pdf directly to your Hover Girl Agent

HOVER GIRL PROPERTIES DISCLOSURES

- **Each Adult (18 or older) must fill out a separate application.** Married couples may use same application form.
- Proof of income, copy of bank statement or copy of last pay stub may be required.
- There is a non-refundable fee of **\$50 per adult** to apply (\$25 for Active Duty Military & Spouse). Application fees are DUE at the time of rental application submission. Application Fees may be paid on our website with a credit card.
- **NOTE:** Someone other than who accepted your application and/or showed you a property may be processing your application & conducting your background screening. Please take the time to fill in all of the blanks. Please be as specific as possible to avoid a delay in processing your application. If your application is being submitted handwritten, PLEASE ENSURE IT IS LEGIBLE & FULLY POPULATED. Returning in .pdf format is preferred.
- **You MUST submit 2 pieces of identification for verification purposes to the listing agent.** They may be faxed.
- Bad and good (by request) pay habits can and will be diligently reported to the credit bureaus.

PLEASE ALLOW NO LESS THAN TWO BUSINESS DAYS FROM THE TIME WE RECEIVE YOUR COMPLETED RENTAL APPLICATION AND THE EQUIVALENT APPLICATION FEES FOR PROCESSING AND DUE DILIGENCE.

ACH – ACH IS THE ONLY MEANS HOVER GIRL PROPERTIES WILL ACCEPT RENT ON RESIDENCES MANAGED BY HOVER GIRL PROPERTIES. ALL APPROVED RESIDENTS AGREE TO PAY DEPOSITS AND RENT VIA ACH METHODS. YOUR HOVER GIRL AGENT WILL PROVIDE YOU THE ACH FORM. ASK AGENT FOR DETAILS. ALL RESIDENTS APPROVED FOR A PROPERTY THAT IS MANAGED MONTHLY BY HOVER GIRL PROPERTIES UNDERSTANDS AND AGREES TO SUBMIT THE ACH FORM TO PAY RENT VIA ACH DRAFT.

Date premises required: _____ Property you are applying for: _____

Rental Rate: _____ Security Deposit: _____ Hover Girl Agent: _____

VERIFICATION OF PROSPECTIVE RESIDENT

Last Name: _____ First Name: _____ Middle Name: _____ Suffix: _____

Date of Birth (mm/dd/yr): ____/____/____ Social Security Number: ____ - ____ - ____

Driver's License #: _____ State: _____ Valid, Yes: _____ No: _____

Driver's License issued on (month/day/year): ____/____/____ Expiration (month/day/year) ____/____/____

Current Home Phone: (____) - ____ - ____ Cell Phone: (____) - ____ - ____ **Text OK: Y [] N []**

Your Email address (work **and** personal): _____

ADDRESS AND LANDLORD VERIFICATION / PAST TWO (2) YEARS MINIMUM

Present Address: _____

City: _____ State: _____ Zip Code: _____

How long residing at present address: _____ Current Rental Rate: _____

Reason for leaving: _____

Was rent paid in full each month? _____ Was rent paid on time? _____

Did you give proper notice of intent to vacate? _____

Current Landlord's Name: _____ Phone contact: (_____) - _____ - _____

Is your current Landlord aware of your intent to vacate? _____

Should we expect any negative feedback from your Current Landlord? _____

We MUST be able to verify at least two years of rental payment history. If the address listed above is less than 2 years, you MUST list your prior Rental referrals below.

Previous address: _____

City: _____ State: _____ Zip Code: _____

Previous Landlord Name: _____ Phone contact: (_____) - _____ - _____

Previous Rent: _____ How Long: _____

Marital Status Married: _____ Single: _____ Divorced: _____ Separated: _____

EMPLOYMENT VERIFICATION / We MUST be able to confirm the last two years of employment

Current Employer/Company Name: _____

Direct Supervisor or Human Resources Contact Name: _____

Phone contact: (_____) - _____ - _____ Your Occupation: _____ How long: _____

Salary or Annual Income/Amount and Frequency: _____

If Active Duty Military list Rank/Rate: _____ Squadron/Ship/Command: _____

Date of your PRD (Projected Rotation Date): _____

If employment listed above is less than 2 years, please further provide:

Previous Employer/Company Name: _____

Direct Supervisor or Human Resources Contact Name: _____

Phone contact: (_____) - _____ - _____ Your Occupation: _____ How long: _____

Salary or Annual Income/Amount and Frequency: _____

SPOUSE INFORMATION

Last Name: _____ First Name: _____ Middle Name: _____ Suffix: _____

Date of Birth (mm/dd/yr): ____/____/____ Social Security Number: ____ - ____ - ____

Driver's License #: _____ State: _____ Valid, Yes: _____ No: _____

Driver's License issued on (month/day/year): ____/____/____ Expiration (month/day/year) ____/____/____

Current Home Phone: (____) - ____ - ____ Cell Phone: (____) - ____ - ____ **Text OK: Y [] N []**

Email address (work and personal): _____

Current Employer/Company Name: _____

Direct Supervisor or Human Resources Contact Name: _____

Phone contact: (____) - ____ - ____ Your Occupation: _____ How long: _____

Salary or Annual Income/Amount and Frequency: _____

If employment listed above is less than 2 years, please further provide:

Previous Employer/Company Name: _____

Direct Supervisor or Human Resources Contact Name: _____

Phone contact: (____) - ____ - ____ Your Occupation: _____ How long: _____

Salary or Annual Income/Amount and Frequency: _____

VEHICLE INFORMATION

Year/make/model/color 1: ____/____/____/____

Year/make/model/color 2: ____/____/____/____

Vehicle License Plate Number 1: _____ State: _____

Vehicle License Plate Number 2: _____ State: _____

CREDIT HISTORY

Only list the Bank name and balance held or owed. (Please do not list bank account numbers)

Savings Account: _____

Checking Account: _____

Credit Card: _____

Auto Loan: _____

Monthly Debts with balances over \$500.00 (car payment, charge cards, support, etc.) _____

PERSONAL REFERENCES

List two (2) personal references that are NOT related to you, not a previous landlord and have not been listed elsewhere on this application.

#1 Name: _____ Phone: (_____) - _____ - _____

Street: _____ City: _____ State: _____

Their relationship to you: _____

#2 Name: _____ Phone: (_____) - _____ - _____

Street: _____ City: _____ State: _____

Their relationship to you: _____

EMERGENCY CONTACTS

By signing this application, you grant us permission to communicate with any and all of the contacts listed. If you stop paying rent, pass fraudulent funds or abandon the property for any reason, you grant us permission to allow any of the contacts listed on this application to remove all contents of the dwelling on your behalf. List complete name, address and phone below of at least 2 emergency contacts.

#1 Name: _____ Phone: (_____) - _____ - _____

Street: _____ City: _____ State: _____

Their relationship to you: _____

#2 Name: _____ Phone: (_____) - _____ - _____

Street: _____ City: _____ State: _____

Their relationship to you: _____

GENERAL INFORMATION

Have you ever been evicted as a tenant? Yes _____ No _____

Have you ever filed Bankruptcy? Yes _____ No _____ Chapter 7 _____ Chapter 11 _____

If yes, when? _____ What is/was the status/outcome? _____

Have you ever been convicted of a criminal offense? Yes _____ No _____

If yes, for what? _____

Number of adults to occupy rental unit: _____ Number of children under 18 to occupy rental unit: _____

Please list **all** occupants and their relation to the Applicant (s): _____

Total Number of pets: _____ Note: You agree to submit pictures of your pets during the screening process. We reserve the right to deny your tenancy based on breed restrictions or property Owner discretion. You agree to promptly provide Veterinarian documentation of your pet(s) breed.

Type: (dog/cat/bird) _____ Breed: _____ Name: _____ Weight _____

Type: (dog/cat/bird) _____ Breed: _____ Name: _____ Weight _____

Pet-owning residents agree to pay a Non-Refundable Pet Fee of \$250.00 for each pet. **Applicant accepts full financial responsibility for any and all (exterior and interior) damages caused by having a pet.** All pets' shots must be current. Tenant will be asked to provide paperwork confirming the same. **Pet fees are \$250 each, due at occupancy and are non-refundable. If a Tenant is found to have a pet that has not been disclosed and properly documented, it may be grounds for eviction and forfeiture of all deposits. Pet damages are in addition to the non-refundable pet fee.**

Do any of the people who would be living in the home smoke? _____

How long do you plan to be renting from us? _____

If you were to run into financial difficulty in the future and could not pay the rent, do you know someone that would loan you the money? If so, please provide the person's name and phone contact.

Name: _____ Phone: (_____) - _____ - _____

We will be running a third-party **CREDIT, CRIMINAL & EVICTION BACKGROUND CHECK**. Is there anything we may find that you would want to comment on in advance? _____

Information of nearest relative:

Name: _____ Phone: (_____) - _____ - _____

Street: _____ City: _____ State: _____

Notes to us: _____

Agreement and Authorization Signature

I believe the statements I have made are true and correct. I realize any fabrication of the information I have presented is grounds for my application being rejected and subsequent denial of rental property. **I further understand if misrepresentations are found after the rental agreement is signed, the rental agreement may be terminated.**

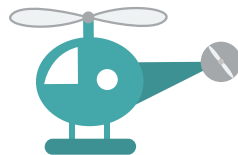
I hereby authorize a credit, criminal and eviction background screening to be made and the results of the screening and the application to be shared with the Owner of the property. I verify the information I have provided is true and correct. I understand the information disclosed in my rental application may be used for the purposes of responding to emergencies, ensuring the orderly management of my tenancy, complying with legal requirements and/or for the purposes of collection of rent. I understand Hover Girl Properties may contact any of the contacts listed on this rental application in the event I have left owing rent or property damages during or after my tenancy. I understand this is an application for a rental property and **does not** constitute a rental agreement or lease agreement in whole or in part. If this application is not approved, AGENT may object without stating any reason for doing so. **I understand there is a non-refundable application fee to cover the cost of processing my application. I am not entitled to an application fee refund - even if I do not qualify for the rental, for any reason.** Any questions regarding denied applications must be submitted in writing and accompanied by a self-addressed stamped envelope to: Hover Girl Properties, PO Box 5793, Jacksonville, FL 32247-5793. If needed, I will ask for a copy of the FCRA Summary of Rights to ensure I understand its contents. **If this application is approved, the applicant agrees to execute a residential rental lease agreement for the above premises and to pay all deposits via ACH methods within two (2) days of being notified of approval.** If for any reason the applicant does not take occupancy of the property within two (2) days of the agreed upon move-in date, Hover Girl Properties may rent the property to another party. All deposits or Binder Fees made on my behalf shall be retained by Hover Girl Properties as liquidated damages.

NOTE – FLORIDA LEASES LONGER THAN 12 MONTHS MUST BE WITNESSED BY 2 WITNESSES

Applicant's Signature: _____ Date: _____

Co-Applicant's Signature (Spouse): _____ Date: _____

THE INFORMATION PROVIDED IS DEEMED PRIVATE & CONFIDENTIAL



Hover Girl Properties

P.O. BOX 5793 Jacksonville, FL 32247-5793