



LEASE ADDENDUM #1

# TENANT APPLICATION

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(All Questions & Blanks MUST Be Completed)

RENTAL ADDRESS \_\_\_\_\_ RENT \_\_\_\_\_ DEPOSIT \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT \_\_\_\_\_ CELL # \_\_\_\_\_ AGE \_\_\_\_\_

CO-APPLICANT \_\_\_\_\_ CELL # \_\_\_\_\_ AGE \_\_\_\_\_

CURRENT ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_

CHILDRENS NAMES & AGE \_\_\_\_\_

OTHER DEPENDENTS & AGE \_\_\_\_\_

TOTAL # OF PERSONS TO OCCUPY PREMISES \_\_\_\_\_ E-MAIL \_\_\_\_\_

HIGHEST LEVEL OF EDUCATION COMP \_\_\_\_\_ SCHOOL \_\_\_\_\_ DIPLOMA OR CERTIFICATION \_\_\_\_\_

EMPLOYER COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ SUPERVISOR \_\_\_\_\_

HOW LONG EMPLOYED \_\_\_\_\_ POSITION \_\_\_\_\_

PREVIOUS EMPLOYMENT \_\_\_\_\_ HOW LONG \_\_\_\_\_ PHONE \_\_\_\_\_

CO-APPLICANT EMPLMT \_\_\_\_\_ HOW LONG \_\_\_\_\_ PHONE \_\_\_\_\_

MONTHLY SALARY APPL\$ \_\_\_\_\_ CO-APPL\$ \_\_\_\_\_

CHARACTER REF NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

CREDIT REF NAME \_\_\_\_\_ BALANCE \_\_\_\_\_ PAYMENT \_\_\_\_\_

NAME \_\_\_\_\_ BALANCE \_\_\_\_\_ PAYMENT \_\_\_\_\_

BANK \_\_\_\_\_ ACCT# \_\_\_\_\_ BANK \_\_\_\_\_ ACCT# \_\_\_\_\_

VEHICLE \_\_\_\_\_ PLATE# \_\_\_\_\_ YEAR \_\_\_\_\_ PAYMENT \_\_\_\_\_

VEHICLE \_\_\_\_\_ PLATE# \_\_\_\_\_ YEAR \_\_\_\_\_ PAYMENT \_\_\_\_\_

### NAMES OF NEAREST RELATIVE (EXCLUDING IMMEDIATE HOUSEHOLD)

1. \_\_\_\_\_ ADDRESS \_\_\_\_\_

HOW RELATED \_\_\_\_\_ PHONES \_\_\_\_\_

2. \_\_\_\_\_ ADDRESS \_\_\_\_\_

HOW RELATED \_\_\_\_\_ PHONES \_\_\_\_\_



PRESENT LANDLORD/LENDER \_\_\_\_\_ PHONES \_\_\_\_\_ RENT \_\_\_\_\_

HOW LONG \_\_\_\_\_ REASONS LEFT \_\_\_\_\_

PREVIOUS LANDLORD \_\_\_\_\_ PHONES \_\_\_\_\_ RENT \_\_\_\_\_

HOW LONG \_\_\_\_\_ REASONS LEFT \_\_\_\_\_

DO ANY IN HOUSEHOLD HAVE FELONY, MISDIMEANOR, OR SEXUAL CONVICTION YES  NO  DATE OF OFFENSE: \_\_\_\_\_ CITY: \_\_\_\_\_

TYPE OF OFFENCE & DESCRIPTION: \_\_\_\_\_

EXPLAIN CREDIT & LIST "SCORE" \_\_\_\_\_

LIST JUDGMENTS & LATES: \_\_\_\_\_

HAVE YOU EVER DECLARED BANKRUPTCY? YES  NO  REASON \_\_\_\_\_ DATE \_\_\_\_\_

HAVE YOU EVER BEEN REQUESTED TO VACATE A PROPERTY? YES  NO  DESIRED LEASE LENGTH \_\_\_\_\_

PETS (BREED, SIZE, AGE) \_\_\_\_\_ OCCUPY RENTAL ON \_\_\_\_\_ SMOKE YES  NO

It is understood that the above statements are true and that consent is given to agent to verify the above facts, credit report, and criminal background, and applicant agrees to hold harmless the agent from any and all claims as a result of such inquiries. Any misrepresentation, falsification, or omission of facts is just cause for the lessor to void as null any lease pending in effect and require said lessee to vacate said premises on demand. This application is merely for consideration and is not to be construed as permission to occupy the premises. It is also understood that this office and its agents REPRESENT AND ARE AGENTS FOR THE OWNER of the rental property and not the applicant or lessee. ALL DEPOSITS & FEES PAID BY APPLICANT WILL BE FORFEITED IF APPLICANT RESCINDS THIS AGREEMENT AND DOES NOT LEASE & OCCUPY PREMISES. INITIAL \_\_\_\_\_

\* \_\_\_\_\_ \*  
APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE**

APPLICANT: SOC SEC # \_\_\_\_\_ BIRTH DATE \_\_\_\_\_ DRIVERS LICENSE # \_\_\_\_\_

CO-APPLICANT: SOC SEC # \_\_\_\_\_ BIRTH DATE \_\_\_\_\_ DRIVERS LICENSE # \_\_\_\_\_

RENT \$ \_\_\_\_\_ DEPOSIT \$ \_\_\_\_\_ OCCUPANCY DATE \_\_\_\_\_ LEASE TERM \_\_\_\_\_ FRIDGE YES  NO

TENANT PAYS:  GAS  LIGHTS  WATER PETS: YES  NO  SMOKING: YES  NO  COPY: DL

ALL DEPOSITS & FEES PAID BY APPLICANT WILL BE FORFEITED IF APPLICANT RESCINDS THIS AGREEMENT AND DOES NOT LEASE & OCCUPY PREMISES.

AMOUNT PAID \$ \_\_\_\_\_ DATE \_\_\_\_\_

SIGN TO AGREE WITH ABOVE TERMS: \* \_\_\_\_\_ \*

**ATTENTION APPLICANTS!**

A \$26 per adult application fee is due upon receipt of application. If applicant is considered, a credit/criminal report is ran (\$20 per person). Then if approved, a \$65 lease process fee is required. All deposits paid to hold properties, first month's rent, and monthly payments, MUST be paid by certified bank funds or money order. NO personal checks or cash are ever accepted. Pets are NOT permitted with most rentals, "if pets are allowed", an additional deposit of \$200 NON-REFUNDABLE per pet is required, plus an additional monthly fee. Text questions only to 801-896-4440.



## **Rental Policies**

### **A) Applications**

1. Applicant must fill out the application forms, \$26 application fee per adult.
2. If partially accepted:
  - a. A credit and background report fee is due of \$20 per person, for all 18 years or older. If approved, a \$65 lease process fee is due, plus full deposit to hold the property. Application and lease fees are non-refundable.
  - b. Employment and landlord references are verified.
  - c. Monthly rent should not exceed approximately 40% of gross income, 50% including debt, unless approved by lessor.
3. Applicants are approved on several levels, including but not limited to: credit score, criminal background, employment history, previous landlord history, occupancy dates, available funds, pets, other applicants, and all other factors lessor deems viable.
4. Proposed rent and/or deposit may be increased due to poor credit, references, application strength, occupant status, shorter lease term, or other terms deemed appropriate.
5. An applicant is NEVER fully approved until the deposit and lease fee is paid and pre-lease documents and addendums are signed and completed by all applicants. Upon receiving all of the above documents and deposits, lessor may, at lessor's discretion, provide final approval of applicant.
6. All deposits paid to hold properties, first month's rent, and monthly payments, MUST be paid by certified funds or money order only. No personal checks or cash are ever accepted.

### **B) Subsidized Housing**

1. If minor repairs or painting are required by Housing Authority, applicant may be responsible to complete agreed upon repairs or painting issues. Lessor may provide selected materials.
2. If utilities are required to be lit and/or turned on by Housing Authority, applicant is required, at their expense, to sign up for and meet the utility companies at the property. Applicant is responsible to pay any billings associated with these connections.
3. The property cannot be held until the deposit and fees are paid. If the home fails Housing Authority requirements for inspections, qualifying, or any reason, and applicant cannot complete contract, the deposit may be refunded and all fees will be forfeited and retained by lessor.

### **C) Pet Policy**

1. Pets are approved on several levels, including pet breed, age and size, overall application strength, available deposit funds, and all other factors deemed viable by lessor.
2. ESA pets are allowed.
3. Pet deposits are non-refundable and \$200 per pet. Lessor may also increase rent from \$65 to \$95 per pet per month, if pet and application are approved.

